

Notice of a meeting of the

Finance & General Purposes Committee

21st August 2023 at 7.30pm

All Saints Room, Civic Hall, Didcot



All members of the Finance and General Purposes Committee are summoned to attend this meeting for the transaction of the business on the agenda.

Admission of the public and media

The Council welcomes members of the public to its meetings in accordance with the Public Bodies (Admission to Meeting) Act 1960.

Reports and minutes

We add reports and minutes to our website.

Recording, photographs and filming

The press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such members of the public may be recorded or photographed during the meeting. We ask that anyone wishing to record or photograph the meeting notifies the Town Clerk before the start of the meeting.

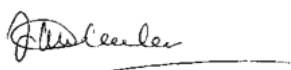
Public participation

The Council welcomes the public's involvement in meetings, which must be in accordance with our rules (Standing Orders 30-32 on a matter before the Committee).

At the relevant time during the meeting, the Chair will invite members of the public to present their questions and statements. Please contact the Town Clerk to participate on email – jwheeler@didcot.gov.uk

Agenda

1. To receive apologies
2. To receive declarations of interests. Members are reminded to declare any interests they may have on any item on this agenda in accordance with Didcot Town Council's code of conduct.
3. To agree the Minutes of the meeting held on 24th July 2023 –*attached*.
4. Questions on the Minutes as to the progress of any item.
5. To note the grant report from Didcot Barramundi Club – *see attached*.
6. To consider three grant applications - Be Free Young Carers £5,000; and Whispering Jungle Show £6,200 and Clean Slate £500 – *see attached papers*.
7. To approve the monthly reports for June 2023 – *see attached papers*.
8. To receive the budget for July/August 2023 – *see attached papers*
9. To note the budget setting timetable for the 2024- 2025 financial year – *see attached paper*.
10. Edmonds Park Community & Sports Pavilion – cost report 3 – *see attached papers*
11. To note the PWLB final repayment and the interest rate – *see attached*.
12. To review the first draft of the medium term finance plan – *see attached papers*.
13. To consider the budget proposal from DCK – *see attached paper*.
14. To note the investment report fact sheet for the CCLA Investment Bond – *see attached*.
15. To consider the cost of removing two damaged hanging basket columns – *see attached quotes*.
16. To approve the award from SODC's "Everyone Active" fund of £1,000 for the "Sow and Grow" project.
17. To review the progress report – *see attached*



Janet Wheeler
Town Clerk
15th August 2023

Voting Committee members:

Councillors

Cllr Tony Worgan (Chair)
Cllr Gavin Roberts (Deputy Chair)
Cllr David Aragao
Cllr James Broadbent
Cllr Nick Hards
Cllr Jim Loder
Cllr George Ryall

Nominated substitute Committee members:

Cllr Olly Glover

Cllr Luke Hislop

Cllr Tony Hudson

Cllr Chris Jennings

Cllr Mocky Khan

Cllr Hugh Macdonald

Cllr David Rouane

Didcot Town Council

Finance and General Purposes Committee

24th July 2023 at 7.30pm
All Saints Room, Didcot Civic Hall



Minutes

Note: These minutes are subject to approval as a true and correct record by the next meeting of this Committee.

Present:

Councillor T Worgan (Chair)
Councillor G Roberts (Deputy Chair)
Councillor O Glover (subbing for Cllr D Guerra Aragao)
Councillor N Hards
Councillor J Loder
Councillor G Ryall

Officer: Mrs J Wheeler – Town Clerk

One member of public.

30. Apologies

Apologies were received from Cllr D Aragao and Cllr J Broadbent.

31. Declarations of interests

No declarations were made.

32. To approve the Minutes of the Finance & General Purposes Committee meeting held on 19th June 2023

The Chair paged through the minutes. It was proposed by Cllr J Loder and seconded by Cllr G Roberts and RESOLVED to approve the minutes as an accurate record. The vote was unanimous.

33. Questions on the minutes as to the progress of any item

There were no questions.

34. To review the internal auditor's final report for 2022 – 2023

Although this report had been approved at full Council in June – it was agreed that the report should come back to this Committee for review and questions. Cllr N Hards wanted to know if the booking forms for hall hire was now on a better system where regulars are catered for. The Town Clerk said the system had been tweaked

as this only applied to a small number of regulars. Cllr N Hards suggested some form of “sweeping up” those who get missed. The Town Clerk did not get involved with this level of detail but would make enquiries for the next meeting. Cllr G Roberts picked up the comment on page 7 regarding the low general reserves and how this may impact on future projects within the Council. The Town Clerk said that this would be addressed in part by the new medium term finance plan which will be ready for the next meeting of this Committee.

35. To note a grant report

A report was noted from the Vauxhall Barracks Play Activity Day at Edmonds Park. The event was once again a huge success.

Standing orders were suspended.

Rachel Warwick from the Ridgway Education Trust spoke to support her grant application for £1,920 to buy musical instruments for the school. She proposed using the grant money to purchase sixteen keyboards and sets of headphones to add value through music to the schools’ curriculum. The Councillors asked questions to clarify the project.

Standing orders were reinstated.

36. To consider three grant applications

The application from the Ridgway Education Trust for the sum of £1,920 was considered first. The Councillors were keen to support this application. It was proposed by Cllr T Worgan and seconded by Cllr J Loder and RESOLVED to approve the full amount. The vote was: 5 IN FAVOUR; 1 ABSTENTION.

The second application was from Be Free Young Carers for the sum of £5,000. The Councillors decided to DEFER this application to the August meeting. It was hoped that a representative would be able to attend. It was also considered that the application was unclear as to what they would spend the money on.

The third application was from the Whispering Jungle Show who wanted the sum of £6,200 to support their performances at the Cornerstone Theatre. The Councillor felt that this grant was quite vague and should not be used for wages or appearance fees. It was AGREED to invite the applicant to join the next F&GP meeting via Zoom if necessary to present their application and allow the Councillors to ask questions.

37. To approve the final accounts for May 2023

It was proposed by Cllr G Roberts and seconded by Cllr J Loder and RESOLVED to approve the accounts for May 2023. The vote was unanimous.

38. To note the budget for May/June 2023

This report was duly noted. Cllr O Glover asked if colours could be used to flag up those cost centres which were over budget or depleted. The Town Clerk would look into this but it might be difficult as the software would not allow for colour to be added.

39. To consider the quotes for urgent repairs to the Civic Hall roof

The Committee reviewed a report with quotes to repair the Civic hall roof in several places. This was partly due to wear and tear and also a poor design with guttering which fails to cope with concentrated rainfall. The quotes were gathered with the companies using a specialist lift and photographs of the problem areas.

It was proposed by Cllr T Worgan and seconded by Cllr G Roberts and RESOLVED to go ahead with the repair at a cost of £22,651.30 plus VAT (Hawkins Roofing Limited). This expenditure was urgent due to the leaks on the stage and other areas of the Civic Hall and Council Offices. It would however be reported to full Council due to the sum involved.

40. Edmonds Park Community and Sports Pavilion – cost reports 1 & 2

The Committee noted the cost reports which show an expenditure so far on this project of £398,733 (£478,479.60 inc VAT) to LIFE Build Solutions and £26,068.66 (£31,282.40 inc VAT) to RIDGE for project management.

41. Edmonds Park Community and Sports Pavilion – loan repayments

The Committee noted the spread sheet showing the first tranche of the loan @ £750,000 (less £262.50 taken at source as arrangement fees) and the expenditure on this project so far. It was RESOLVED to instruct the Town Clerk to draw down the remainder of the loan as soon as possible as interest rates were due to rise again. The remaining sum will be £1,650,000 which will be subject to further arrangement fees of £577.50 leaving £1,414.811.87 to complete the project.

NB: The Town Clerk secured the remainder of the loan at an interest rate of 5.53% - the day before the Bank of England raised the interest rates.

42. To amend the ear-marked reserves for election fees

The March 2023 meeting had agreed to put the unspent contingency sum of £24,000 into the 329 ear-marked reserve entitled EMR Election Fund. This action was missed and the sum was not transferred with the £24,000 going into the general reserve. Now that the local elections are over – and a by election pending – the invoices will soon arrive for payment.

It was proposed by Cllr N Hards and seconded by Cllr G Roberts and RESOLVED to RECOMMEND the transfer the EMR 327 Building Projects Fees Fund of £34,260 to the EMR 329 Election Fund to make a total of £35,596 towards the fees. The extra costs of the by election will further add to the fees and it may be necessary to find other funds to pay the invoices.

43. To note the draft ten year maintenance plan for DTC buildings

The Committee noted the figures in advance of the medium term finance plan which will come to the next meeting as an agenda item.

44. To review the progress report

The Committee briefly discussed the items on the progress report.

45. Exclusion of the press and public

RESOLVED: pursuant to Section 1 of the Public Bodies [Admission to Meetings] Act 1960 to exclude the press and public from the meeting on the grounds that publicity

would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

46. To receive the confidential minutes from the CCTV meeting held on 8th June 2023

The confidential minutes were noted by the Committee.

Meeting closed at 20.54pm.

Signed _____ Chair Date _____

5- GRANT REPORT



Grant Award from Didcot Town Council 2023

Didcot Barramundi Swim Club were very grateful to receive the £2,000 funding award from the Town Council in January 2023.

Through this funding we have been able to invest in technology that improves the coaching provided to our town's competitive swimmers. We purchased an underwater camera system to provide instant video feedback at training sessions, and a tablet computer to help explain to small groups what good looks like and what needs work.



We're in the planning stages of organising a swim camp in the October Half Term holidays, and the funding award will help us secure the pool time needed and subsidise the transport and accommodation costs, that will enable as many swimmers as possible to attend.

The whole Club would like to extend our thanks and appreciation for the Grant Award and look forward to seeing the benefits to our swimmers through the forthcoming season and beyond.

With kind regards,

Nick Baum
Chair
Didcot Barramundi Swim Club.

Finance and General Purposes Committee

21st August 2023

Report author: Janet Wheeler



Grant Aid application

Introduction

1. The Committee is asked to consider three grant aid applications as set out in this report.

Recommendation

2. The Committee should consider these grant aid applications and agree an amount to award if the Committee decides to fund it.

Background

3. Didcot Town Council has a policy of providing grant funding for organisations. The following application has been received and is summarised below for consideration:

a) Clean Slate	
Date received:	July 2023
Amount:	£500
Application summary:	Counselling service (Didcot clients)
Previous awards/ applications in the current and the preceding 2 financial years:	None
Supporting documentation held in the office:	Application form and supporting data

b) Be Free Young Carers	
Date received:	June 2023
Amount:	£5,000
Application summary:	School Holiday Activity Programme
Previous awards/ applications in the current and the preceding 2 financial years:	October 2020 - £6,000 November 2021 - £10,000

Supporting documentation held in the office:	Application form and supporting data
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c) Concrete Youth	
Date received:	May 2023
Amount:	£6,200
Application summary:	Whispering Jungle Show at Cornerstone Theatre
Previous awards/ applications in the current and the preceding 2 financial years:	None
Supporting documentation held in the office:	Application form and supporting data

Financial Implications

4. A total of £34,196 (FY 23/24) is in the grant aid budget (201/ 3188). If we award the full sums requested we will have £22,496 left until the end of the financial year.

Legal Implications

5. The Council can give grants to organisations and the Council sets out its rules within its grants policy.

Risk Implications

6. The Council has a grant aid policy with which application(s) should comply.

Finance and General Purposes Committee

21st August 2023

Report author: Janet Wheeler



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Didcot Town Council

Bank - Cash and Investment Reconciliation as at 30 June 2023

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	30/06/2023 Unity Trust Current Account	854,551.13
2	30/09/2022 Santander	0.00
3	31/03/2023 Income Cash Book	0.00
4	30/06/2023 Unity Bank Civic Hall Account	75,524.09
5	30/06/2023 CCLA Public Sector Deposit Fun	833,045.45
6	31/03/2021 NOT IN USE	0.00
7	30/06/2023 Barclaycard Commercial	-2,033.38
		1,761,087.29
<u>Other Cash & Bank Balances</u>		
	Civic Hall Bar Floats	260.00
	Petty Cash	10.47
		270.47
		1,761,357.76
<u>Receipts not on Bank Statement</u>		
0	30/06/2023 All Receipts Cleared	0.00
		0.00
Closing Balance		
		1,761,357.76
<u>All Cash & Bank Accounts</u>		
1	Unity Current Account	854,551.13
2	Santander	0.00
3	Income Cash Book	0.00
4	Civic Hall Current Account	75,524.09
5	CCLA Deposit Fund	833,045.45
6	Barclaycard - NOT IN USE	0.00
7	Barclaycard Account	-2,033.38
	Other Cash & Bank Balances	270.47
	Total Cash & Bank Balances	1,761,357.76

**Bank Reconciliation Statement as at 30/06/2023
for Cashbook 1 - Unity Current Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current Account	30/06/2023	19	854,551.13
			<u>854,551.13</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			854,551.13
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			854,551.13
		Balance per Cash Book is :-	854,551.13
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Payments for Month 3

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
30/06/2023	Unity Bank Service Charge	DR	94.95			1152	105	94.95	Unity Bank Service Charge
30/06/2023	Personnel Advice & Solutions L	S/O	120.00	120.00		500			4318/Personnel services Jun23
Total Payments for Month			419,713.99	355,997.73	106.65			63,609.61	
Balance Carried Fwd			854,551.13						
Cashbook Totals			1,274,265.12	355,997.73	106.65			918,160.74	

**Bank Reconciliation Statement as at 30/06/2023
for Cashbook 4 - Civic Hall Current Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Bank Civic Hall Account	30/06/2023		75,524.09
			<u>75,524.09</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			75,524.09
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			75,524.09
		Balance per Cash Book is :-	75,524.09
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Payments for Month 3**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/06/2023	SODC Civic Hall Rates	Std Ord	4,122.00			4054 401	4,122.00	SODC Civic Hall Rates - 5406166
01/06/2023	Direct 365	DD1	121.00	121.00		500		4091/Hand dryers 12May-11Jun
09/06/2023	Matthew Clark	DD2	1,594.55	1,594.55		500		4314/Bar supplies
30/06/2023	Unity Bank Service Charge	DR	52.50			4052 401	52.50	Unity Bank Service Charge
Total Payments for Month			5,890.05	1,715.55	0.00		4,174.50	
Balance Carried Fwd			75,524.09					
Cashbook Totals			81,414.14	1,715.55	0.00		79,698.59	

Bank Reconciliation Statement as at 30/06/2023
for Cashbook 5 - CCLA Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Public Sector Deposit Fun	30/06/2023		833,045.45
			<u>833,045.45</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			833,045.45
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			833,045.45
		Balance per Cash Book is :-	833,045.45
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

**THE PUBLIC
SECTOR
DEPOSIT FUND**

One Angel Lane, London, EC4R 3AB

Client Service:
Freephone: 0800 022 3505
Fax: 0207 489 6126

STATEMENT

Mrs J Wheeler
Didcot Town Council
Civic Hall
Britwell Road
Didcot
Oxfordshire
OX11 7HN

CLIENT: DIDCOT TOWN COUNCIL
ACCOUNT NAME: Didcot Town Council
ACCOUNT NUMBER: 0125830001PC

Statement at 30 June 2023

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/06/23	Brought Forward			829,771.89	
01/06/23	Dividend reinvested		3,273.56	833,045.45	4
30/06/23	Carried Forward			833,045.45	4

Statement of Dividends paid during the month to 30 June 2023

Date	Receiving Account	Amount Paid £
01-06-23	Dividend reinvested	3,273.56 €

CCLA

CCLA Investment Management Limited (Registered in England No. 2183088) is authorised and regulated by the Financial Conduct Authority. Registered address: One Angel Lane, London, EC4R 3AB. The Public Sector Deposit Fund is a UK short-term LVNAV Qualifying Money Market Fund.

Receipts for Month 3

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		829,771.89					829,771.89	
Bacs	Banked: 30/06/2023	3,273.56						
Bacs	CCLA PSDF Dividend	3,273.56			1196	120	3,273.56	CCLA PSDF Dividend
Total Receipts for Month		3,273.56	0.00	0.00			3,273.56	
Cashbook Totals		<u>833,045.45</u>	<u>0.00</u>	<u>0.00</u>			<u>833,045.45</u>	

Bank Reconciliation Statement as at 30/06/2023
for Cashbook 7 - Barclaycard Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclaycard Commercial	30/06/2023		-2,033.38
			<u>-2,033.38</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			-2,033.38
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-2,033.38
		Balance per Cash Book is :-	-2,033.38
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Total Payments for Month	2,033.38	149.65	171.88	1,711.85
Cashbook Totals	<u>2,742.84</u>	<u>149.65</u>	<u>171.88</u>	<u>2,421.31</u>

SUMMARY FOR DIDCOT TOWN COUNCIL

BARCLAYCARD COMMERCIAL
PO BOX 4000
SAFFRON ROAD
WIGSTON, LE18 9EN

Tel: 0800 008 008
Outside UK: +44 1604 269452
Fax: 0300 020 0184
Online: www.barclaycard.co.uk/commercial

Company reference: **5476760983381040**
Statement date: 28 June 2023
Page number: 1 of 4
Monthly spend limit: £8,000.00

Date of previous statement: 28 May 2023
Previous balance: £709.46
Payment received: £709.46 CR
Total of charges and adjustments: £0.00
Total of new spending: £2,033.38
New balance: £2,033.38
Minimum payment: £20.33
Payment due by: 24 July 2023
Available to spend: £5,966.62

Payment instructions

Thank you for using Barclaycard Commercial. Your bank account **251629** will be debited with the agreed payment or the minimum payment (whichever is greater) on or immediately after 24 July 2023. If your balance is lower than your agreed payment, we will debit the full balance. If you are unable to make the minimum payment please contact us as soon as possible by calling the telephone number listed above.

If you wish to pay any additional amount, please allow sufficient time for your payment to reach us.

- **By Debit Card:** Payments can be made over the phone by the payment due date shown on your statement. Please make the payment before 6.00 pm on this date.

- **By Bank Transfer:** From a Barclays UK account using telephone /online banking, please make the payment before 6.00pm on the payment due date shown on your statement. From a non-Barclays UK account, allow 2 working days before the payment due date and we will process the payment when received. Please refer to your bank for specific payment timescales as they will usually be shorter. Barclaycard details are: Sort code **200000**, Account Number **2988260**. Please use your card number/account number as the reference.

- **At a Branch:** Payments in cash can be made at a Barclays Branch and must be made on or before the payment due date shown on your statement.

If paying by cheque at Barclays Branch allow 2 working days. At other banks, allow 2 working days before the payment due date, for both cash and cheque payments.

- **By Post:** Payments by cheque (made payable to Barclaycard Commercial) must be received 4 working days before the payment due date shown on your statement. Send your cheque and giro to Barclaycard Commercial, Po Box 291, Sheffield, S98 1SB. Please write your name, account number and post code on the back of the cheque.

Additional payments received will not be deducted from the direct debit amount to be taken.

Interest information

Total of next months estimated interest : £64.50

Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
PURCHASE	2,033.38	2.183%	64.50	
CASH	0.00	2.388%	0.00	
Totals	£2,033.38		£64.50	

Simple Standard Rate p.a: 26.19% (29.6% compound equivalent)

Simple Cash Rate p.a: 28.65% (32.7% compound equivalent)

* See reverse for details

Paid in by and date

2033.38

24 July 2023

Cashier's Stamp and Initials

G 016260 BBA2172A 68681
MRS WHEELER
DIDCOT TOWN COUNCIL
CIVIC HALL
BRITWELL ROAD
DIDCOT
OX11 7HN



Barclays Bank PLC
Automated Bulk Credit Clearing

Barclaycard
Commercial

25-16-29

bank giro credit ABC

20.33

Please make your cheque payable to Barclaycard Commercial and include your company reference number on the payee line.

Total Cash *

Cheques +

£

7-13

Please do not write or mark below this line - Please enclose this with your payment

STATEMENT FOR J WHEELER

BARCLAYCARD COMMERCIAL
 PO BOX 4000
 SAFFRON ROAD
 WIGSTON, LE18 9EN

Company reference: [REDACTED]
 Card number: [REDACTED]
 Statement date: 28 June 2023
 Page number: 3 of 4
 Monthly spend limit: £8,000.00

Tel: 0800 008 008
 Outside UK: +44 1604 269452
 Fax: 0300 020 0184
 Online: www.barclaycard.co.uk/commercial

Date	Description	Amount
30 May 2023	PRINTEDTODAY MANCHESTER LND [REDACTED] MISCELLANEOUS PUBLISHING & PRINTING	110.86
1 Jun 2023	AMZNMktplace AMAZON.CO AMAZON.CO.UK GBR [REDACTED] MISCELLANEOUS AND RETAIL STORES	39.40
1 Jun 2023	CHILTON GARDEN CENTRE DIDCOT))) [REDACTED] NURSERIES, LAWN AND GARDEN SUPPLY STORES	26.99
2 Jun 2023	Zettle_*The Sandwich S DIDCOT GBR [REDACTED] EATING PLACES, RESTAURANTS	159.10
2 Jun 2023	SumUp_*Scorpion Signs Didcot OX [REDACTED] GENERAL CONTRACTORS-RESIDENTIAL	21.60
4 Jun 2023	AMZNMktplace amazon.co.uk GBR [REDACTED] MISCELLANEOUS AND RETAIL STORES	8.98
4 Jun 2023	AMZNMktplace amazon.co.uk GBR [REDACTED] MISCELLANEOUS AND RETAIL STORES	16.97
5 Jun 2023	SAINSBURYS S/MKTS DIDCOT))) [REDACTED] GROCERY STORES, SUPERMARKETS	18.60
6 Jun 2023	TESCO STORES 2413 DIDCOT GBR))) [REDACTED] GROCERY STORES, SUPERMARKETS	38.32
7 Jun 2023	PRINTEDTODAY MANCHESTER LND [REDACTED] MISCELLANEOUS PUBLISHING & PRINTING	110.86
8 Jun 2023	WWW.EPOSNOW.COM 08002945945 [REDACTED] COMPUTER AND DATA PROCESSING SERVICES	70.80
9 Jun 2023	trainline [REDACTED] [REDACTED] PASSENGER RAILWAYS	32.80
9 Jun 2023	AMZNMktplace amazon.co.uk GBR [REDACTED] MISCELLANEOUS AND RETAIL STORES	43.90
9 Jun 2023	FACEBK S278LR3VM2 fb.me/ads IRL [REDACTED] ADVERTISING SERVICES	2.47
11 Jun 2023	FACEBK HGYH5RTUM2 fb.me/ads IRL [REDACTED] ADVERTISING SERVICES	2.47
12 Jun 2023	FACEBK 97XL3S3UM2 fb.me/ads IRL [REDACTED] ADVERTISING SERVICES	2.47

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[REDACTED]

STATEMENT FOR J WHEELER

Company reference:
 Card number:
 Statement date:
 Page number:

[REDACTED]
 [REDACTED]
 28 June 2023
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Date	Description	Amount
12 Jun 2023	LS THRESHERS BARN THATCHAM LND) [REDACTED] LANDSCAPE AND HORTICULTURAL SERVICES	9.98
13 Jun 2023	IFM* 19565XXX IFM YORK LND [REDACTED] MEMBERSHIP ORGANIZATIONS NOT ELSEWHERE CLASSIFIED	390.00
13 Jun 2023	AMZNMktplace amazon.co.uk GBR [REDACTED] MISCELLANEOUS AND RETAIL STORES	14.97
14 Jun 2023	AMZNMktplace amazon.co.uk GBR [REDACTED] MISCELLANEOUS AND RETAIL STORES	14.97
14 Jun 2023	FACEBK 955SJQXUM2 fb.me/ads IRL [REDACTED] ADVERTISING SERVICES	3.00
15 Jun 2023	AMZNMktplace amazon.co.uk GBR [REDACTED] MISCELLANEOUS AND RETAIL STORES	27.49
16 Jun 2023	POST OFFICE COUNTER DIDCOT) [REDACTED] POSTAGE STAMPS	3.10
16 Jun 2023	SLCC ENTERPRISES LTD TAUNTON GBR [REDACTED] SCHOOLS AND EDUCATIONAL SERVICES NOT ELSEWHERE CLASSIFIED	144.00
19 Jun 2023	POST OFFICE COUNTER DIDCOT) [REDACTED] POSTAGE STAMPS	6.85
19 Jun 2023	WWW.ARGOS.CO.UK MILTON KEYNES [REDACTED] DEPARTMENT STORES	99.99
19 Jun 2023	AMZNMKTPLACE AMAZON.CO AMAZON.CO.UK GBR [REDACTED] MISCELLANEOUS AND RETAIL STORES	9.98
20 Jun 2023	ROOT ONE LIMITED WALLINGFORD [REDACTED] NURSERIES, LAWN AND GARDEN SUPPLY STORES	5.98
20 Jun 2023	B&M 514 - DICOT DIDCOT GBR [REDACTED] MISCELLANEOUS GENERAL MERCHANDISE STORES	10.50
20 Jun 2023	WORDPRESS R3RXXTP4RN DUBLIN DUB [REDACTED] COMPUTER SOFTWARE STORES	19.20
21 Jun 2023	SIMPLEXHEALTH WELLINGBOROUGLND [REDACTED] MISCELLANEOUS GENERAL MERCHANDISE STORES	210.00
22 Jun 2023	AMZNMKTPLACE AMAZON.CO AMAZON.CO.UK GBR [REDACTED] MISCELLANEOUS AND RETAIL STORES	29.97
22 Jun 2023	RE-VAMP MULTISERVE LTD DIDCOT OX11) [REDACTED] GIFT, CARD, NOVELTY, AND SOUVENIR SHOPS	39.00
22 Jun 2023	ROBERT DYAS DIDCOT DIDCOT GBR [REDACTED] HARDWARE STORES	22.49
22 Jun 2023	WILKO RETAIL LIMITED DIDCOT GBR [REDACTED] MISCELLANEOUS GENERAL MERCHANDISE STORES	13.50
22 Jun 2023	CASTLE WATER BLAIRGOWRIE GBR [REDACTED] UTILITIES - GAS, WATER, SANITARY, ELECTRIC	128.05
24 Jun 2023	EposNow Norwich GBR [REDACTED] COMPUTERS, COMPUTER PERIPHERAL EQUIPMENT, SOFTWARE	22.80
27 Jun 2023	POST OFFICE COUNTER DIDCOT) [REDACTED] POSTAGE STAMPS	55.00
27 Jun 2023	Vistaprint Venlo NLD [REDACTED] BUSINESS SERVICES NOT ELSEWHERE CLASSIFIED	45.97
39 new purchases / cash advances. Total of spending.		£2,033.38



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Detailed Income & Expenditure by Budget Heading 30/06/2023

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Central Administration							
1195 Miscellaneous Income	1	6	0	(6)			0.0%
Central Administration :- Income	<u>1</u>	<u>6</u>	<u>0</u>	<u>(6)</u>			
1101 Salaries - Admin	19,495	58,559	242,500	183,941	183,941		24.1%
1102 Salaries - Admin Er's NI	2,001	6,014	16,699	10,685	10,685		36.0%
1103 Salaries - Admin Er's Superann	4,230	12,707	33,427	20,720	20,720		38.0%
1104 Agency Staffing	1,176	2,784	12,000	9,216	9,216		23.2%
1108 Training and Conferences	1,765	2,045	8,000	5,955	5,955		25.6%
1109 Staff Travel	365	1,089	3,500	2,411	2,411		31.1%
1111 Rate Admin Offices	720	2,164	7,000	4,836	4,836		30.9%
1121 Telephone/Fax/Internet	397	863	3,000	2,137	2,137		28.8%
1123 Stationery	160	610	2,300	1,690	1,690		26.5%
1124 Subscriptions	150	4,127	4,000	(127)	(127)		103.2%
1125 Insurance	0	0	23,000	23,000	23,000		0.0%
1126 Photocopier	0	325	2,500	2,176	2,176		13.0%
1128 Postage-Franking	65	130	2,000	1,870	1,870		6.5%
1129 Miscellaneous Admin Costs	24	91	500	409	409		18.2%
1130 Recruitment Advertising	0	0	2,000	2,000	2,000		0.0%
1132 Outside Service Provider HR/HS	100	700	3,000	2,300	2,300		23.3%
1160 IT Maintenance/Website	4,644	8,171	20,000	11,829	11,829		40.9%
1171 Contingency	0	0	20,000	20,000	20,000		0.0%
1173 Green Projects	0	1,095	10,000	8,905	8,905		10.9%
1197 Office water cooler	65	70	250	180	180		28.0%
3152 Electricity	0	134	0	(134)	(134)		0.0%
3155 Security	(250)	(525)	0	525	525		0.0%
Central Administration :- Indirect Expenditure	<u>35,106</u>	<u>101,153</u>	<u>415,676</u>	<u>314,523</u>	<u>0</u>	<u>314,523</u>	<u>24.3%</u>
Net Income over Expenditure	<u>(35,106)</u>	<u>(101,147)</u>	<u>(415,676)</u>	<u>(314,529)</u>			
102 Civic and Democratic							
1205 Members Training	50	635	800	165	165		79.4%
1206 Mayors Allowance	3,250	3,250	3,520	270	270		92.3%
1235 Civic Functions	0	0	3,000	3,000	3,000		0.0%
Civic and Democratic :- Indirect Expenditure	<u>3,300</u>	<u>3,885</u>	<u>7,320</u>	<u>3,435</u>	<u>0</u>	<u>3,435</u>	<u>53.1%</u>
Net Expenditure	<u>(3,300)</u>	<u>(3,885)</u>	<u>(7,320)</u>	<u>(3,435)</u>			
104 Community Services							
1271 CCTV Contribution	0	477	10,000	9,523	9,523		4.8%
1272 Speed Surveys	0	0	750	750	750		0.0%
Community Services :- Indirect Expenditure	<u>0</u>	<u>477</u>	<u>10,750</u>	<u>10,273</u>	<u>0</u>	<u>10,273</u>	<u>4.4%</u>
Net Expenditure	<u>0</u>	<u>(477)</u>	<u>(10,750)</u>	<u>(10,273)</u>			

Detailed Income & Expenditure by Budget Heading 30/06/2023

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
105 Corporate Management							
1152 Bank Charges	227	595	700	105		105	85.0%
1155 Internal Audit	480	0	1,680	1,680		1,680	0.0%
1157 External Audit	0	(2,000)	2,200	4,200		4,200	(90.9%)
1158 Legal & Professional Fees	250	150	5,000	4,850		4,850	3.0%
1159 Accounting Support	998	473	1,000	527		527	47.3%
Corporate Management :- Indirect Expenditure	1,956	(782)	10,580	11,362	0	11,362	(7.4%)
Net Expenditure	(1,956)	782	(10,580)	(11,362)			
108 Willowbrook Community Centre							
1769 Willowbrook Income	6,818	24,144	60,000	35,856			40.2%
32580 S 106 Devel's Cont's Received	1,833	1,833	0	(1,833)			0.0%
32587 CIL Income	0	0	6,000	6,000			0.0%
Willowbrook Community Centre :- Income	8,651	25,977	66,000	40,023			39.4%
1701 Salaries Willowbrook	3,011	9,104	40,000	30,896		30,896	22.8%
1710 Willowbrook Business Rates	3,968	15,872	38,000	22,128		22,128	41.8%
1720 Willowbrook Contracts	0	2,104	10,000	7,896		7,896	21.0%
1725 Willowbrook ICT/Internet	78	446	3,000	2,554		2,554	14.9%
1730 Willowbrook Equipment	34	50	5,000	4,950		4,950	1.0%
1766 Willowbrook Utilities	27,866	29,898	40,000	10,102		10,102	74.7%
1767 Willowbrook Site Maintenance	473	2,474	0	(2,474)		(2,474)	0.0%
Willowbrook Community Centre :- Indirect Expenditure	35,430	59,948	136,000	76,052	0	76,052	44.1%
Net Income over Expenditure	(26,779)	(33,971)	(70,000)	(36,029)			
109 Capital and Projects							
1999 Loan Proceeds	0	750,000	0	(750,000)			0.0%
Capital and Projects :- Income	0	750,000	0	(750,000)			
1944 Christmas Lights	0	0	15,000	15,000		15,000	0.0%
1947 Office Equipment & Furniture	0	395	1,000	605		605	39.5%
1948 PWLB-Repayments	0	0	242,604	242,604		242,604	0.0%
1953 CAP - Solar Panels	0	48,896	0	(48,896)		(48,896)	0.0%
1955 CAP - Edmonds Park Pavilion	182,611	441,611	0	(441,611)		(441,611)	0.0%
99128 Tfr from EMR CiL	0	(48,896)	0	48,896		48,896	0.0%
Capital and Projects :- Indirect Expenditure	182,611	442,006	258,604	(183,402)	0	(183,402)	170.9%
Net Income over Expenditure	(182,611)	307,994	(258,604)	(566,598)			

Detailed Income & Expenditure by Budget Heading 30/06/2023

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>111 Services to Others</u>							
1805 Income -Materials Fleet Meadow	98	98	0	(98)			0.0%
1806 Income -Labour Fleet Meadow	0	350	0	(350)			0.0%
Services to Others :- Income	98	448	0	(448)			
1866 Materials - Fleet Meadow	33	33	0	(33)		(33)	0.0%
Services to Others :- Indirect Expenditure	33	33	0	(33)	0	(33)	
Net Income over Expenditure	66	416	0	(416)			
<u>120 Other Costs & Income</u>							
1176 Precept	0	665,928	1,331,855	665,928			50.0%
1196 Interest Received	3,274	8,714	5,000	(3,714)			174.3%
Other Costs & Income :- Income	3,274	674,642	1,336,855	662,213			50.5%
Net Income	3,274	674,642	1,336,855	662,213			
<u>201 Arts & Grants-Empowered</u>							
9041 Summer Fayre - Income	390	707	0	(707)			0.0%
Arts & Grants-Empowered :- Income	390	707	0	(707)			
2165 Remembrance Parade & Service	0	0	4,000	4,000		4,000	0.0%
2187 Summer Fayre	2,445	2,445	4,000	1,555		1,555	61.1%
3188 Grant Aid Fund	2,770	11,654	45,000	33,346		33,346	25.9%
Arts & Grants-Empowered :- Indirect Expenditure	5,215	14,099	53,000	38,901	0	38,901	26.6%
Net Income over Expenditure	(4,825)	(13,392)	(53,000)	(39,608)			
<u>301 External Works-Central Costs</u>							
3101 Salaries - Works	17,108	51,395	232,000	180,605		180,605	22.2%
3102 Salaries - Works Er's NI	1,560	4,692	16,800	12,108		12,108	27.9%
3103 Salaries - Works Er's Superann	3,712	11,153	36,100	24,947		24,947	30.9%
3104 Events Staffing	0	0	2,200	2,200		2,200	0.0%
3105 Agency Staffing	0	0	1,000	1,000		1,000	0.0%
3108 Staff Travel	103	355	2,370	2,015		2,015	15.0%
3120 Protective Clothing	117	500	2,000	1,500		1,500	25.0%
3124 Telephone-Works	0	0	1,000	1,000		1,000	0.0%
3127 Subscriptions	0	0	150	150		150	0.0%
3140 Vehicle Insurance	0	0	2,932	2,932		2,932	0.0%
3141 Vehicle Fuel	559	638	6,000	5,362		5,362	10.6%
3145 Machinery Costs	476	1,309	10,000	8,691		8,691	13.1%
3154 Maintenance	1,011	1,392	2,000	608		608	69.6%

Month No: 3 Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
9034 Ford Ranger Pick Up	266	1,063	3,863	2,800		2,800	27.5%
9039 Ransomes HR300 Rotary	881	1,733	5,110	3,377		3,377	33.9%
9045 Ransomes Parkway 3	462	1,447	1,200	(247)		(247)	120.6%
9062 John Deere Gator	328	984	2,000	1,016		1,016	49.2%
9063 ALKE ATX 340 ED	0	0	1,000	1,000		1,000	0.0%
External Works-Central Costs :- Indirect Expenditure	26,583	76,659	327,725	251,066	0	251,066	23.4%
Net Expenditure	(26,583)	(76,659)	(327,725)	(251,066)			
302 Allotments							
3282 Allotment Rents	19	7,810	14,500	6,690			53.9%
Allotments :- Income	19	7,810	14,500	6,690			53.9%
3151 Water Charges	577	1,496	2,500	1,004		1,004	59.8%
3233 Allotment Competition	0	0	350	350		350	0.0%
3244 Allotment Maintenance	0	173	4,000	3,827		3,827	4.3%
Allotments :- Indirect Expenditure	577	1,669	6,850	5,181	0	5,181	24.4%
Net Income over Expenditure	(558)	6,141	7,650	1,509			
303 Cemetery							
3383 Cemetery Fees	705	5,495	18,000	12,505			30.5%
Cemetery :- Income	705	5,495	18,000	12,505			30.5%
3151 Water Charges	9	9	1,000	991		991	0.9%
3154 Maintenance	0	60	0	(60)		(60)	0.0%
3340 Rates - Cemetery	181	181	600	419		419	30.2%
Cemetery :- Indirect Expenditure	190	249	1,600	1,351	0	1,351	15.6%
Net Income over Expenditure	515	5,246	16,400	11,154			
304 Edmonds Park							
3151 Water Charges	331	746	1,200	454		454	62.2%
3152 Electricity	7,760	7,802	1,800	(6,002)		(6,002)	433.5%
3154 Maintenance	773	2,021	10,000	7,979		7,979	20.2%
3155 Security	0	76	6,000	5,924		5,924	1.3%
3170 Waste Recycling	1,019	2,090	9,500	7,410		7,410	22.0%
Edmonds Park :- Indirect Expenditure	9,883	12,736	28,500	15,764	0	15,764	44.7%
Net Expenditure	(9,883)	(12,736)	(28,500)	(15,764)			

Detailed Income & Expenditure by Budget Heading 30/06/2023

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
305 Ladygrove Park							
3183 Lady Grove Park Income	0	200	3,000	2,800			6.7%
3185 Ladygrove Lakes Income	0	0	3,000	3,000			0.0%
Ladygrove Park :- Income	0	200	6,000	5,800			3.3%
3152 Electricity	0	(43)	0	43		43	0.0%
3154 Maintenance	1,710	4,989	7,000	2,011		2,011	71.3%
3165 Ladygrove Lakes	1,565	1,565	0	(1,565)		(1,565)	0.0%
Ladygrove Park :- Indirect Expenditure	3,275	6,510	7,000	490	0	490	93.0%
Net Income over Expenditure	(3,275)	(6,310)	(1,000)	5,310			
306 Loyd Park							
3151 Water Charges	0	0	550	550		550	0.0%
3152 Electricity	0	(0)	350	350		350	(0.1%)
3154 Maintenance	25	19,313	0	(19,313)		(19,313)	0.0%
99120 Tfr from EMR Building Repair	0	(19,160)	0	19,160		19,160	0.0%
Loyd Park :- Indirect Expenditure	25	153	900	747	0	747	17.0%
Net Expenditure	(25)	(153)	(900)	(747)			
308 Other Parks & Recreation Areas							
3179 Carbon Return Income	0	2	0	(2)			0.0%
Other Parks & Recreation Areas :- Income	0	2	0	(2)			
3154 Maintenance	301	658	5,500	4,842		4,842	12.0%
3166 Millennium Wood Upkeep	345	2,985	3,000	15		15	99.5%
Other Parks & Recreation Areas :- Indirect Expenditure	646	3,643	8,500	4,857	0	4,857	42.9%
Net Income over Expenditure	(646)	(3,641)	(8,500)	(4,859)			
309 Play Areas							
3149 Bark Top-up	0	0	3,000	3,000		3,000	0.0%
3153 Play Equipment Maintenance	490	3,138	25,000	21,862		21,862	12.6%
Play Areas :- Indirect Expenditure	490	3,138	28,000	24,862	0	24,862	11.2%
Net Expenditure	(490)	(3,138)	(28,000)	(24,862)			
310 Environmental Services							
1183 Bowls Club Rent	0	0	50	50			0.0%
3180 Sports Hire	50	(90)	4,000	4,090			(2.3%)

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
3184 Funfair Hires	0	0	4,000	4,000			0.0%
3198 Bus Shelter Advertising Income	0	0	10,000	10,000			0.0%
Environmental Services :- Income	50	(90)	18,050	18,140			(0.5%)
3148 Bus Shelter Contract	0	0	10,000	10,000		10,000	0.0%
3150 Plants	105	5,253	1,000	(4,253)		(4,253)	525.3%
3157 Dog Fouling Clean-up Service	0	728	3,100	2,372		2,372	23.5%
3158 Trees	0	0	8,500	8,500		8,500	0.0%
3162 Football pitch maintenance	60	1,090	8,000	6,910		6,910	13.6%
3168 Street Furniture Maintenance	170	2,032	3,000	968		968	67.7%
99134 Tfr from EMR Community Project	0	(7,000)	0	7,000		7,000	0.0%
Environmental Services :- Indirect Expenditure	334	2,104	33,600	31,496	0	31,496	6.3%
Net Income over Expenditure	(284)	(2,194)	(15,550)	(13,356)			
325 Projects							
32587 CIL Income	0	3,751	0	(3,751)			0.0%
Projects :- Income	0	3,751	0	(3,751)			
9031 Tree Management - Contract	0	0	5,000	5,000		5,000	0.0%
9059 Bus shelters	0	0	5,000	5,000		5,000	0.0%
32518 Edmonds Park	0	(700)	0	700		700	0.0%
32525 Pavilion build	0	7,680	0	(7,680)		(7,680)	0.0%
99028 Tfr to EMR CIL	0	3,751	0	(3,751)		(3,751)	0.0%
99152 Tfr from EMR Pavilions	0	(1,953)	0	1,953		1,953	0.0%
Projects :- Indirect Expenditure	0	8,778	10,000	1,222	0	1,222	87.8%
Net Income over Expenditure	0	(5,027)	(10,000)	(4,974)			
401 C H General Administration							
1000 Main Hall	4,125	15,243	55,000	39,757			27.7%
1001 Northbourne Room	1,441	4,666	12,000	7,334			38.9%
1002 Ladygrove Room	4,285	11,277	25,000	13,723			45.1%
1003 All Saints Room	334	2,812	10,000	7,188			28.1%
1004 Park Room	706	2,463	8,000	5,537			30.8%
1009 Events Package Income	4,128	4,128	0	(4,128)			0.0%
1011 Millbrook Room	10	25	2,000	1,975			1.3%
1020 Other Income	378	489	1,000	511			48.9%
C H General Administration :- Income	15,407	41,104	113,000	71,896			36.4%
3155 Security	50	50	0	(50)		(50)	0.0%
4001 Salaries - Civic Hall	4,715	16,010	48,000	31,990		31,990	33.4%

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Detailed Income & Expenditure by Budget Heading 30/06/2023

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4002 Salaries - Civic Hall Er's Ni	180	603	0	(603)		(603)	0.0%
4003 Salaries - C.Hall Er's Superan	916	2,816	0	(2,816)		(2,816)	0.0%
4012 Water Charges	0	1,987	12,000	10,013		10,013	16.6%
4014 Light & Heat	4,960	10,904	40,000	29,096		29,096	27.3%
4015 Cleaning and Hygiene	2,958	8,002	30,000	21,998		21,998	26.7%
4016 Uniform	0	0	1,000	1,000		1,000	0.0%
4018 Waste Disposal	266	1,084	3,500	2,416		2,416	31.0%
4022 Telephone	50	50	1,000	950		950	5.0%
4023 Licenses	0	1,550	4,000	2,450		2,450	38.8%
4024 Event Costs	(1,575)	(3,224)	0	3,224		3,224	0.0%
4027 Advertising/Marketing	0	0	1,000	1,000		1,000	0.0%
4042 Equipment	82	930	10,000	9,070		9,070	9.3%
4043 Repairs and Maintenance	381	5,495	10,000	4,505		4,505	55.0%
4044 Maintenance Contracts	6,048	11,050	15,000	3,950		3,950	73.7%
4045 Repair/Upgrade PA System	0	0	2,000	2,000		2,000	0.0%
4051 Stocktakers Fees	0	0	300	300		300	0.0%
4052 Accountancy Charges	320	577	500	(77)		(77)	115.4%
4054 NNDR	4,122	12,362	50,000	37,638		37,638	24.7%
4103 Sundry Expenses	0	0	1,000	1,000		1,000	0.0%
4104 Training & Prof Development	0	0	1,000	1,000		1,000	0.0%
4105 Stationery	0	(2)	0	2		2	0.0%
C H General Administration :- Indirect Expenditure	23,473	70,245	230,300	160,055	0	160,055	30.5%
Net Income over Expenditure	(8,066)	(29,141)	(117,300)	(88,159)			
402 C H Bar							
1050 Bar Sales	2,733	5,280	15,000	9,720			35.2%
C H Bar :- Income	2,733	5,280	15,000	9,720			35.2%
3000 Bar Purchases	1,450	2,062	7,500	5,438		5,438	27.5%
3020 Bar Sundries	106	106	500	394		394	21.2%
3154 Maintenance	290	446	3,000	2,554		2,554	14.9%
C H Bar :- Indirect Expenditure	1,847	2,615	11,000	8,385	0	8,385	23.8%
Net Income over Expenditure	886	2,665	4,000	1,335			
403 C H Catering							
1075 Food and Berverage Income	413	2,117	3,000	883			70.6%
1100 Catering Income - Food	0	3,042	6,000	2,958			50.7%
C H Catering :- Income	413	5,159	9,000	3,841			57.3%
3100 Food and Beverage Costs	266	277	4,500	4,224		4,224	6.1%

Detailed Income & Expenditure by Budget Heading 30/06/2023

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4350 CH Kitchen Maintenance	60	60	2,500	2,440		2,440	2.4%
C H Catering :- Indirect Expenditure	<u>326</u>	<u>337</u>	<u>7,000</u>	<u>6,664</u>	<u>0</u>	<u>6,664</u>	<u>4.8%</u>
Net Income over Expenditure	<u>87</u>	<u>4,823</u>	<u>2,000</u>	<u>(2,823)</u>			
Grand Totals:- Income	31,740	1,520,490	1,596,405	75,915			95.2%
Expenditure	331,299	809,654	1,592,905	783,251	0	783,251	50.8%
Net Income over Expenditure	<u>(299,559)</u>	<u>710,836</u>	<u>3,500</u>	<u>(707,336)</u>			
Movement to/(from) Gen Reserve	<u>(299,559)</u>	<u>710,836</u>					

Detailed Balance Sheet - Excluding Stock Movement

Month 3 Date 30/06/2023

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
101	Bookings Debtors	15,968
105	Vat Due	45,797
114	Cycle to Work Scheme	414
140	Bar Stock	4,415
160	Fleet Meadow Community Trust	(477)
200	Unity Current Account	854,551
201	Civic Hall Current Account	75,524
202	CCLA Deposit Fund	833,045
220	Petty Cash	10
224	Civic Hall Bar Floats	260
295	Barclaycard Account	(2,033)
Total Current Assets		1,827,475
<u>Current Liabilities</u>		
500	Creditors	268,189
503	Allotment Holding Deposit	10,678
505	Mayors Charity Account	(40)
525	PAYE/NI Due	11,070
526	Superannuation Due	11,492
540	Oxfordshire PTC (NHS)	305
565	CH Holding Deposits	1,623
580	Retentions	20,986
Total Current Liabilities		324,303
Net Current Assets		1,503,172
Total Assets less Current Liabilities		1,503,172

Represented by :-

301	Current Year Fund	710,836
310	General Reserve	77,938
317	EMR CIL Splash Park	121,000
320	Building Repair Fund	99,557
321	Cemetery Fund	2,245
323	Skatepark Refurbishment	13,616
324	Ladygrove Lakes	5,246
325	Ladygrove Park	6,357
326	Ladygrove Lakes Staging Fund	20,000
327	Building Projects Fees Fund	34,260
328	CIL	110,730
329	EMR Election Fund	1,336
330	Planting	3,464
331	Arboriculture	8,989
332	Sports Pitches	11,001
333	Splash Park	200,000
334	EMR Community Projects	1,726
335	EMR Bus Shelters/Street Furnit	5,094
336	GDPR Fund	500
338	EMR Play Areas	688
339	EMR Summer Fayre	12,550
351	CCTV	13,405
352	Pavilions	32,747

Detailed Balance Sheet - Excluding Stock Movement

Month 3 Date 30/06/2023

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
360	EMR Groundskeeping Equipment	9,886	
	Total Equity		<u>1,503,172</u>

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 3 Date 30/06/2023

<u>Account</u>	<u>Sales/Income</u>	<u>Month Actual</u>	<u>YTD Actual</u>
1000	Main Hall	4,125	15,243
1001	Northbourne Room	1,441	4,666
1002	Ladygrove Room	4,285	11,277
1003	All Saints Room	334	2,812
1004	Park Room	706	2,463
1009	Events Package Income	4,128	4,128
1011	Millbrook Room	10	25
1020	Other Income	378	489
1050	Bar Sales	2,733	5,280
1075	Food and Beverage Income	413	2,117
1100	Catering Income - Food	0	3,042
1176	Precept	0	665,928
1195	Miscellaneous Income	1	6
1196	Interest Received	3,274	8,714
1769	Willowbrook Income	6,818	24,144
1805	Income -Materials Fleet Meadow	98	98
1806	Income -Labour Fleet Meadow	0	350
1999	Loan Proceeds	0	750,000
3179	Carbon Return Income	0	2
3180	Sports Hire	50	(90)
3183	Lady Grove Park Income	0	200
3282	Allotment Rents	19	7,810
3383	Cemetery Fees	705	5,495
9041	Summer Fayre - Income	390	707
32580	S 106 Devel's Cont's Received	1,833	1,833
32587	CIL Income	0	3,751
	Total Sales/Income	31,740	1,520,490

<u>Account</u>	<u>Indirect/Overhead Expenditure</u>		
1101	Salaries - Admin	19,495	58,559
1102	Salaries - Admin Er's NI	2,001	6,014
1103	Salaries - Admin Er's Superann	4,230	12,707
1104	Agency Staffing	1,176	2,784
1108	Training and Conferences	1,765	2,045
1109	Staff Travel	365	1,089
1111	Rate Admin Offices	720	2,164
1121	Telephone/Fax/Internet	397	863
1123	Stationery	160	610
1124	Subscriptions	150	4,127
1126	Photocopier	0	325
1128	Postage-Franking	65	130
1129	Miscellaneous Admin Costs	24	91
1132	Outside Service Provider HR/HS	100	700
1152	Bank Charges	227	595
1155	Internal Audit	480	0
1157	External Audit	0	(2,000)
1158	Legal & Professional Fees	250	150
1159	Accounting Support	998	473
1160	IT Maintenance/Website	4,644	8,171
1173	Green Projects	0	1,095
1197	Office water cooler	65	70

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 3 Date 30/06/2023

	<u>Month Actual</u>	<u>YTD Actual</u>	
1205	Members Training	50	635
1206	Mayors Allowance	3,250	3,250
1271	CCTV Contribution	0	477
1701	Salaries Willowbrook	3,011	9,104
1710	Willowbrook Business Rates	3,968	15,872
1720	Willowbrook Contracts	0	2,104
1725	Willowbrook ICT/Internet	78	446
1730	Willowbrook Equipment	34	50
1766	Willowbrook Utilities	27,866	29,898
1767	Willowbrook Site Maintenance	473	2,474
1866	Materials - Fleet Meadow	33	33
1947	Office Equipment & Furniture	0	395
1953	CAP - Solar Panels	0	48,896
1955	CAP - Edmonds Park Pavilion	182,611	441,611
2187	Summer Fayre	2,445	2,445
3000	Bar Purchases	1,450	2,062
3020	Bar Sundries	106	106
3100	Food and Beverage Costs	266	277
3101	Salaries - Works	17,108	51,395
3102	Salaries - Works Er's Ni	1,560	4,692
3103	Salaries - Works Er's Superann	3,712	11,153
3108	Staff Travel	103	355
3120	Protective Clothing	117	500
3141	Vehicle Fuel	559	638
3145	Machinery Costs	476	1,309
3150	Plants	105	5,253
3151	Water Charges	916	2,251
3152	Electricity	7,760	7,893
3153	Play Equipment Maintenance	490	3,138
3154	Maintenance	4,110	28,878
3155	Security	(200)	(399)
3157	Dog Fouling Clean-up Service	0	728
3162	Football pitch maintenance	60	1,090
3165	Ladygrove Lakes	1,565	1,565
3166	Millennium Wood Upkeep	345	2,985
3168	Street Furniture Maintenance	170	2,032
3170	Waste Recycling	1,019	2,090
3188	Grant Aid Fund	2,770	11,654
3244	Allotment Maintenance	0	173
3340	Rates - Cemetery	181	181
4001	Salaries - Civic Hall	4,715	16,010
4002	Salaries - Civic Hall Er's Ni	180	603
4003	Salaries - C.Hall Er's Superann	916	2,816
4012	Water Charges	0	1,987
4014	Light & Heat	4,960	10,904
4015	Cleaning and Hygiene	2,958	8,002
4018	Waste Disposal	266	1,084
4022	Telephone	50	50
4023	Licenses	0	1,550
4024	Event Costs	(1,575)	(3,224)
4042	Equipment	82	930
4043	Repairs and Maintenance	381	5,495

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 3 Date 30/06/2023

	<u>Month Actual</u>	<u>YTD Actual</u>
4044 Maintenance Contracts	6,048	11,050
4052 Accountancy Charges	320	577
4054 NNDR	4,122	12,362
4105 Stationery	0	(2)
4350 CH Kitchen Maintenance	60	60
9034 Ford Ranger Pick Up	266	1,063
9039 Ransomes HR300 Rotary	881	1,733
9045 Ransomes Parkway 3	462	1,447
9062 John Deere Gator	328	984
32518 Edmonds Park	0	(700)
32525 Pavilion build	0	7,680
99028 Tfr to EMR CiL	0	3,751
99120 Tfr from EMR Building Repair	0	(19,160)
99128 Tfr from EMR CiL	0	(48,896)
99134 Tfr from EMR Community Project	0	(7,000)
99152 Tfr from EMR Pavilions	0	(1,953)
Total Indirect/Overhead Expenditure	331,299	809,654
Operating Profit	(299,559)	710,836
% Operating Profit	-943.80%	46.75%
<u>Account</u> <u>Other Costs & Income</u>		
99999 Discounts	0	0
Total Other Costs & Income	0	0
Profit before Appropriations	(299,559)	710,836
% Profit before Appropriations	-943.80%	46.75%

Outstanding Balances by Month as at 30/06/2023

A/C Code	Supplier Name	Balance	Jun 2023	May 2023	Apr 2023	Prior Months	On A/c Pymnts
Ledger No 1: Bought Ledger 1							
A41	AMITY INSULATION	240.00	240.00	0.00	0.00	0.00	0.00
A56	AUDITING SOL	576.00	576.00	0.00	0.00	0.00	0.00
AGRIGEM	AGRI-GEM	130.63	130.63	0.00	0.00	0.00	0.00
AIRIT	AIR IT	1,376.93	0.00	0.00	0.00	0.00	0.00
AITKENS	AITKENS SPORTSTURF	126.00	126.00	0.00	0.00	0.00	0.00
B05	BT 45763302	1,415.10	59.78	0.00	0.00	1,355.32	0.00
BGAS-	BRIT GAS 603752622	3,042.16	3,042.16	0.00	0.00	0.00	0.00
BLEWBURT	BLEWBURTON	1,860.00	0.00	1,860.00	0.00	0.00	0.00
BMSCONTR	BMS CONTROL SYSTEMS	600.00	600.00	0.00	0.00	0.00	0.00
BOC	BOC	34.02	34.02	0.00	0.00	0.00	0.00
BT	BT 46746208	-23.57	0.00	0.00	0.00	-23.57	0.00
C2	COMPLETE WEED	702.00	702.00	0.00	0.00	0.00	0.00
CARLTON	CARLTON	72.00	72.00	0.00	0.00	0.00	0.00
COLLARD	COLLARD ENVIRONMENTA	1,223.04	1,223.04	0.00	0.00	0.00	0.00
CONTROL	CONTROL SOUND	418.86	0.00	0.00	0.00	0.00	0.00
CORONA	CORONA ENERGY	4,551.57	4,551.57	0.00	0.00	0.00	0.00
CW-ASR302	CASTLE WATER 2288227	-108.94	0.00	0.00	0.00	0.00	-108.94
CW-CH401	CASTLE WATER 2332129	-6,320.15	0.00	1,987.45	0.00	-8,307.60	0.00
CW-EP304	CASTLE WATER 2564747	25.23	16.89	0.00	0.00	0.00	0.00
CW-LP306	CASTLE WATER 2279303	-1,023.97	0.00	0.00	0.00	-1,023.97	0.00
CW-TCEP304	CASTLE WATER 2374904	-976.88	0.00	0.00	0.00	-976.88	0.00
D03	DIDCOT PLANT	180.12	180.12	0.00	0.00	0.00	0.00
DCKAS	DCK ACCOUNTING	2,311.92	2,311.92	0.00	0.00	0.00	0.00
DCKPS	DCK PAYROLL SOLUTION	297.24	297.24	0.00	0.00	0.00	0.00
DIRECT	DIRECT 365	121.00	121.00	0.00	0.00	0.00	0.00
EVERBRITE	EVER BRITE	2,535.54	2,535.54	0.00	0.00	0.00	0.00
F26	FAROL	410.40	410.40	0.00	0.00	0.00	0.00
FACE-LONG	FACE PAINTING	280.00	280.00	0.00	0.00	0.00	0.00
FLOWMOTIO	FLOWMOTION CIRCUS	325.00	325.00	0.00	0.00	0.00	0.00
GRUNDON	GRUNDON WASTE	2,313.26	2,313.26	0.00	0.00	0.00	0.00
H31	HAWKINS	5,235.70	5,235.70	0.00	0.00	0.00	0.00
INITIAL	INITIAL HYGIENE	188.16	0.00	0.00	0.00	0.00	0.00
LEX	LEX AUTOLEASE	318.94	318.94	0.00	0.00	0.00	0.00
LIFEBUILD	LIFE BUILD SOLUTIONS	196,930.80	196,930.80	0.00	0.00	0.00	0.00
LYRECO	LYRECO - DO NOT USE	1,276.58	1,276.58	0.00	0.00	0.00	0.00
M50	MICROSHADE	373.44	0.00	0.00	0.00	0.00	0.00
MATTHEWC	MATTHEW CLARK	-695.22	0.00	0.00	609.56	1,037.98	-2,342.76
MCFT	MCFT	286.70	286.70	0.00	0.00	0.00	0.00
MILLBROOK	MILLBROOK PROPETY	324.00	0.00	324.00	0.00	0.00	0.00
MOBILEMINI	MOBILE	333.68	83.42	83.42	83.42	0.00	0.00
MUDDLESM	MR MUDDLES MAGIC	400.00	400.00	0.00	0.00	0.00	0.00
O14	OPUS ENERGY	10,399.89	9,877.48	0.00	185.29	375.58	-38.46
OALC	OALC	288.00	288.00	0.00	0.00	0.00	0.00
P44	POLAR COOLING	116.40	116.40	0.00	0.00	0.00	0.00
PEARTECH	PEARTECH	2,202.00	2,202.00	0.00	0.00	0.00	0.00
R03	RIALTAS	1,320.00	0.00	0.00	1,320.00	0.00	0.00
RIDGE	RIDGE	9,977.80	9,977.80	0.00	0.00	0.00	0.00
Sub Total C/Fwd		245,991.38	247,142.39	4,254.87	2,198.27	-7,563.14	-2,490.16

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Purchase Ledger Aged Account Balances

User: RLB

Outstanding Balances by Month as at 30/06/2023

A/C Code	Supplier Name	Balance	Jun 2023	May 2023	Apr 2023	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	245,991.38	247,142.39	4,254.87	2,198.27	-7,563.14	-2,490.16
Ledger No 1: Bought Ledger 1 (Continued)							
S04	SODC(RATES)	3,968.00	0.00	0.00	0.00	0.00	0.00
S71	SPALDINGS	218.32	218.32	0.00	0.00	0.00	0.00
S86	SUN WATER	48.30	48.30	0.00	0.00	0.00	0.00
S101	SCREWFIX	112.93	112.93	0.00	0.00	0.00	0.00
SCOOP	SCOOP ELECTRICAL SVC	317.67	0.00	0.00	0.00	0.00	0.00
SLOANECUR	SLOANE CURTIS	138.53	0.00	0.00	0.00	0.00	0.00
SSE-WB108	SSE 901865763 201908	1,870.29	1,041.93	0.00	0.00	0.00	0.00
T01	TRAVIS PERKINS	1,330.77	1,330.77	0.00	0.00	0.00	0.00
T52	TURNERY GROUND CARE	974.13	974.13	0.00	0.00	0.00	0.00
THREE	THREE	61.03	61.03	0.00	0.00	0.00	0.00
TULU	TULU	366.00	0.00	0.00	0.00	0.00	0.00
VITAPLAY	VITA PLAY	588.00	588.00	0.00	0.00	0.00	0.00
WHOH	WASHINGTON HOUSE	250.00	250.00	0.00	0.00	0.00	0.00
	Total Purchase	256,235.35	251,767.80	4,254.87	2,198.27	-7,563.14	-2,490.16
	TOTAL PURCHASE LEDGER BALANCES	256,235.35	251,767.80	4,254.87	2,198.27	-7,563.14	-2,490.16

Outstanding Balances by Month as at 30/06/2023

A/C Code	Customer Name	Balance	Jun 2023	May 2023	Apr 2023	Prior Months	On A/c Pymnts
Ledger No 1: Bookings							
AAAAGEUK	AGE UK	822.64	360.36	480.48	0.00	-18.20	0.00
AAAYCSW	YOUNG CARERS SUPPORT	63.00	63.00	0.00	0.00	0.00	0.00
AABFYC	BE FREE YOUNG CARERS	10.50	0.00	0.00	0.00	109.20	-98.70
AABSOUL	BERNADINE SOUL	1,964.85	1,964.85	0.00	0.00	0.00	0.00
AADCP	DCP	120.60	0.00	0.00	0.00	120.60	0.00
AADTC	DIDCOT TOWN COUNCIL	0.75	0.75	0.00	0.00	0.00	0.00
AAEDDFIT	EDDS FITNESS	179.64	0.00	74.88	104.76	0.00	0.00
AAEXCELPR	EXCEL PRACTICE	18.00	18.00	0.00	0.00	0.00	0.00
AAJADEMO	JADE MORRIS	61.50	0.00	0.00	0.00	61.50	0.00
AAKWOOD	KINGWOOD	-142.84	0.00	0.00	0.00	119.99	-262.83
AALP	LAURA PEACOCK	1,221.60	504.00	714.00	0.00	3.60	0.00
AAOCFA	JANE HOSKINS	219.60	0.00	14.64	204.96	0.00	0.00
AAOD	OXFORD DIOCESE	-59.00	0.00	0.00	0.00	78.00	-137.00
AARCOUNCI	RIVERSIDECOUNSELLING	-1,035.02	0.00	0.00	0.00	137.72	-1,172.74
AASA	STYLE ACRE	487.69	141.60	0.00	0.00	726.27	-380.18
AASD	SUSTAINABLE DIDCOT	32.76	0.00	32.76	0.00	0.00	0.00
AASEN	SENDIASS	175.00	0.00	0.00	0.00	175.00	0.00
AASSC	SILVERSLIPPERCLUB	137.67	0.00	174.38	0.00	0.00	-36.71
AATVI	THAMES VALLEY INITIA	-219.62	0.00	0.00	216.30	0.00	-435.92
AATVP	THAMES VALLEY POLICE	-18.00	0.00	0.00	0.00	0.00	-18.00
AATWG	TWG	48.48	48.48	0.00	0.00	0.00	0.00
AAWI	WOMENS INSTITUTE	50.52	50.52	0.00	0.00	0.00	0.00
AAWOODLA	WOODLANDS	29.38	29.38	0.00	0.00	0.00	0.00
AAWWC	WELSHWRESTLING	80.00	80.00	0.00	0.00	0.00	0.00
ACTIVEOXF	ACTIVE OXFORDSHIRE	-72.80	0.00	0.00	0.00	-72.80	0.00
ADOPT-TV	ADOPT THAMES VALLEY	486.35	0.00	92.40	0.00	486.35	-92.40
ADOPTBONI	BONITA	225.00	0.00	0.00	0.00	225.00	0.00
ANTON	ANTONOCC	208.00	0.00	0.00	0.00	208.00	0.00
BABYBRAIN	BBRAINS	90.00	0.00	0.00	0.00	90.00	0.00
BACKOCC	CLAIRE	-24.48	0.00	0.00	0.00	4.22	-28.70
BRANDONT	BRANDON	127.32	0.00	0.00	127.32	0.00	0.00
DID SPEAK	DIDCOT SPEAKERS	163.83	58.66	53.54	23.46	224.51	-196.34
DIDCOT YOU	DIDCOT TOWN YOUTH	50.00	50.00	0.00	0.00	0.00	0.00
DIDCOTCASJ	DIDCOT CASUALS JUN	-80.00	0.00	-80.00	0.00	0.00	0.00
DIDU3A	DIDCOT U3A	22.08	0.00	0.00	0.00	22.08	0.00
FLB	BELLO	234.00	234.00	0.00	0.00	0.00	0.00
FMCHT	FM CH TRUST	117.47	117.47	0.00	0.00	0.00	0.00
GILFROST	GILPILATES	432.48	432.48	0.00	0.00	0.00	0.00
HEADSPEAC	HSPEACH	195.60	0.00	0.00	0.00	195.60	0.00
HT FAIR	HATWELLS	2,800.00	2,800.00	0.00	0.00	0.00	0.00
ISLA WEDD	ISLA KENNEDY	2,320.30	2,320.30	0.00	0.00	0.00	0.00
JERLLOYD	JERESAND VALE	429.63	0.00	283.63	0.00	146.00	0.00
JOALLMOND	JOALLMO	15.00	0.00	0.00	0.00	15.00	0.00
KINGDOMPR	KINGDOM	112.00	0.00	112.00	0.00	0.00	0.00
KRC-	BOSWELL FUNERALS	355.00	0.00	355.00	0.00	0.00	0.00
MARSHOCC	TMARSH	151.88	0.00	0.00	0.00	151.88	0.00
MISC	MISCELLANEOUS RECEIP	-69.00	0.00	0.00	0.00	0.00	-69.00
Sub Total C/Fwd		12,539.36	9,273.85	2,307.71	676.80	3,209.52	-2,928.52

Outstanding Balances by Month as at 30/06/2023

A/C Code	Customer Name	Balance	Jun 2023	May 2023	Apr 2023	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	12,539.36	9,273.85	2,307.71	676.80	3,209.52	-2,928.52
Ledger No 1: Bookings (Continued)							
OCCSEN	SEN TEAM OCC	194.20	0.00	0.00	0.00	194.20	0.00
OSS	OXFORD SS	210.00	0.00	0.00	0.00	210.00	0.00
OXFSS	OXFSS	63.60	63.60	0.00	0.00	0.00	0.00
OXFWIMARY	OXFORD WI	105.00	0.00	0.00	0.00	214.98	-109.98
PAULLATHA	PLATHAM	19.20	19.20	0.00	0.00	0.00	0.00
PINTSIZED	PINT SIZED PEOPLE	-40.00	0.00	0.00	0.00	0.00	-40.00
PSBOOKING	POLLING	510.00	510.00	0.00	0.00	0.00	0.00
RGRIFFIN	ELVIS	97.80	0.00	0.00	0.00	226.80	-129.00
SECONDLIFE	SECONDLIFE	126.00	0.00	0.00	-327.60	453.60	0.00
SEN	CHILDEDUOCC	714.80	0.00	0.00	0.00	714.80	0.00
SN1	SNAP	40.00	40.00	0.00	0.00	0.00	0.00
SODCCULLIF	CULLIFORD	64.50	0.00	0.00	64.50	0.00	0.00
SOHAH	SOHA HOUSING	261.54	261.54	0.00	0.00	0.00	0.00
SOMA	SOMA	140.00	0.00	140.00	0.00	0.00	0.00
STYLEEMMA	STYLEEMMA	445.20	445.20	0.00	0.00	0.00	0.00
THT	TERRENCE HIGGINS	7.00	0.00	0.00	0.00	7.00	0.00
WESTBERKS	WESTBERKS	288.00	108.00	0.00	0.00	180.00	0.00
WYNTERSWI	WYNTERS WISH	182.00	0.00	0.00	0.00	182.00	0.00
	Total Sales Led	15,968.20	10,721.39	2,447.71	413.70	5,592.90	-3,207.50
	TOTAL SALES LEDGER BALANCES	15,968.20	10,721.39	2,447.71	413.70	5,592.90	-3,207.50

List of Payments made between 01/06/2023 and 30/06/2023

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/06/2023	SODC Cemetery Rates	Std Ord	181.32		SODC Cemetery Rates - 5025071
01/06/2023	SODC Office Rates	Std Ord	720.00		SODC Office Rates - 5335613
01/06/2023	Lex Autolease Limited	DD1	318.94		4148/BP68MHX 3Jun-2Jul
05/06/2023	Barclaycard S/L Refunds	CARD	131.08		Barclaycard S/L Refunds
05/06/2023	Castle Water TW1488344306	DD2	28.79		Purchase Ledger Payment
09/06/2023	SSE Energy Supply Ltd	DD3	22.30		4167/SSE 901865763 1May23
12/06/2023	Barclaycard Charges May 2023	DD	109.31		Barclaycard Charges May 2023
13/06/2023	Air IT Limited	EBP1	921.33		4109/Internet line May23
13/06/2023	Clyde & Co Claims LLP	EBP2	486.80		4110/Prof fees 27Mar-12May
13/06/2023	DIDCOT PLANT LTD	EBP3	82.68		4111/Turf cutter hire 3-4May
13/06/2023	Executive Alarms Ltd	EBP4	3,547.20		4112/Fire alarm servicing
13/06/2023	Fleet Meadow Community Hall Tr	EBP5	2,036.81		4113/Bookteq inconme for Apr23
13/06/2023	Go Climate Positive Ltd	EBP6	1,314.00		4114/GCP Membership 2023-24
13/06/2023	Grundon Waste Management Ltd	EBP7	558.69		4104/Waste disposal Apr23
13/06/2023	Microshade Business Consultant	EBP8	373.44		4115/Omega hosting May23
13/06/2023	Numatic International Ltd	EBP9	390.89		4116/Cleaning equipment
13/06/2023	Polar Cooling Services Ltd	EBP10	120.00		4117/Repair outside tap leak
13/06/2023	SOUTH OXFORDSHIRE DISTRICT	EBP11	3,968.00		4132/Rates 5432455 Jun2023
13/06/2023	Seldram Supplies	EBP12	217.81		4131/Toilet rolls
13/06/2023	Travis Perkins Trading Company	EBP13	178.30		4129/Adhesive sticks
13/06/2023	Tappins Coaches	EBP14	375.00		4125/Bus tour -Cllr training
13/06/2023	TMS Local Handyman	EBP15	70.00		4126/Soap dispensers
13/06/2023	White Hill Direct Ltd	EBP16	3,168.00		4130/Recycled plastic lectern
13/06/2023	Envisage Promotions Ltd	EBP17	1,440.00		4176/Security services 5Aug
13/06/2023	OCC Superann May 2023	EBP	11,384.27		OCC Superann May 2023
13/06/2023	HMRC PAYE/NI May 2023	EBP	10,985.34		HMRC PAYE/NI May 2023
15/06/2023	LIFE Build Solutions Limited	EBP18	140,774.40		4184/Interim application 1
16/06/2023	LIFE Build Solutions Limited	EBP19	140,774.40		4184/Interim application 1
16/06/2023	Castle Water TW8363794314	DD4	380.23		4205/Water2266434 1Apr-30Sep
16/06/2023	Castle Water TW9929225033	DD5	169.20		4206/Water2333128 1Apr-30Sep
19/06/2023	Salaries June 2023	EBP	34,728.32		Salaries June 2023
19/06/2023	Midcounties Co-Op	DD	658.23		Midcounties Co-Op Fuel Apr2023
19/06/2023	Sloane Curtis Solutions Ltd	DD6	136.79		4180/Phone charges Jun2023
22/06/2023	Barclaycard Account	DD	709.46		Barclaycard Commercial
23/06/2023	BOC	DD7	34.02		4134/Bar gas bottle
23/06/2023	Vita Play Limited	EBP1	3,177.60		4192/Multi play area repairs
26/06/2023	DTC Mayors Charity Account	EBP	3,250.00		Mayors Charity A/c -Allowance
26/06/2023	BMS Control Systems Ltd	EBP1	600.00		4133/BMS maintenance
26/06/2023	Carlton Services	EBP2	480.00		4135/Building mntnce
26/06/2023	Collard Environmental Ltd	EBP3	800.02		4136/Waste disposal 5May
26/06/2023	Discount Displays	EBP4	913.14		4141/Projector Cabinet
26/06/2023	DCK Accounting Solutions Ltd	EBP5	1,114.08		4138/Contract accounts May23
26/06/2023	DCK Payroll Solutions Ltd	EBP6	317.16		4139/Payroll services May23
26/06/2023	Eco-Lectrical Services Ltd	EBP7	288.00		4143/Replace car park bollard
26/06/2023	EE Limited	EBP9	93.55		4144/Mobile phones May23
26/06/2023	Ever Brite Cleaning Services L	EBP8	2,535.54		4145/Cleaning services May23
26/06/2023	Executive Alarms Ltd	EBP10	91.20		4146/Fire alarm batteries
26/06/2023	Granway Products Ltd	EBP11	95.88		4177/Sportsclean

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List of Payments made between 01/06/2023 and 30/06/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
26/06/2023	G S Mechanical Ltd	EBP12	904.32		4147/Pressure relief valves
26/06/2023	Lyreco UK Limited	EBP13	1,446.17		4150/Stationery
26/06/2023	Lister Wilder	EBP14	395.38		4149/Chipper machine servicing
26/06/2023	Microshade Business Consultant	EBP15	373.44		4178/Omega hosting Jun23
26/06/2023	OALC	EBP16	252.00		4153/Roles & Responsibilities
26/06/2023	Ricoh	EBP17	389.40		4159/Copier use Feb-Apr Mono
26/06/2023	Rei Lux UK Ltd	EBP18	2,640.00		4155/Structural tests -Baskets
26/06/2023	Spaldings (UK) Limited	EBP19	382.52		4166/Graffiti remover
26/06/2023	Screwfix Direct Ltd T/As Trade	EBP20	215.68		4179/Drill bits
26/06/2023	Shield Maintenance Ltd	EBP21	523.10		4165/Sanitary waste disposal
26/06/2023	Travis Perkins Trading Company	EBP22	163.36		4171/Skatepark maintenance
26/06/2023	Total Pest Control (UK) Ltd	EBP23	252.00		4181/Quarterly pest control
26/06/2023	P A Turney Ltd	EBP24	1,725.52		4174/Tractor repairs
26/06/2023	West Berks & Oxon Training	EBP25	1,200.00		4175/Woodchipper training
26/06/2023	Nicholas White	EBP26	120.00		4241/Planter for C.Hall
27/06/2023	British Gas A/c 603752622	DD8	29,264.44		4203/Gas603752622 15Mar-14Apr
28/06/2023	CNH Industrial	Std Ord	425.77		CNH Industrial - Rotary Mower
28/06/2023	Air IT Limited	EBP2	455.60		4246/IT Support May2023
28/06/2023	Didcot Baptist Church	EBP3	1,770.30		4244/Didcot Baptist Church
28/06/2023	OCC County Fund ref: Didcot Li	EBP4	1,000.00		4243/Didcot Library F&GP 19Jun
29/06/2023	Castle Water TW1745348333	DDDD9	10.31		4207/Water2291083 1Apr-30Sep
30/06/2023	John Deere	Std Ord	328.01		John Deere Gator
30/06/2023	Unity Bank Manual Credit Chge	DR	10.20		Unity Bank Manual Credit Chge
30/06/2023	Unity Bank Service Charge	DR	94.95		Unity Bank Service Charge
30/06/2023	Personnel Advice & Solutions L	S/O	120.00		4318/Personnel services Jun23
Total Payments			419,713.99		

List of Payments made between 01/06/2023 and 30/06/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2023	SODC Civic Hall Rates	Std Ord	4,122.00		SODC Civic Hall Rates -5406166
01/06/2023	Direct 365	DD1	121.00		4091/Hand dryers 12May-11Jun
09/06/2023	Matthew Clark	DD2	1,594.55		4314/Bar supplies
30/06/2023	Unity Bank Service Charge	DR	52.50		Unity Bank Service Charge
Total Payments			<u>5,890.05</u>		

Didcot Town Council
Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	Carried Forward
101 Central Administration									
1195 Miscellaneous Income	0	25,025	0	11	0	0	0	0	0
32581 Grant Received	0	7,189	0	0	0	0	0	0	0
Total Income	0	32,214	0	11	0	0	0	0	0
1101 Salaries - Admin	216,590	143,420	242,500	78,015	0	0	0	0	0
1102 Salaries - Admin Er's NI	26,986	15,196	16,699	8,010	0	0	0	0	0
1103 Salaries - Admin Er's Superann	44,035	31,103	33,427	16,929	0	0	0	0	0
1104 Agency Staffing	12,000	14,359	12,000	3,989	0	0	0	0	0
1108 Training and Conferences	8,000	8,927	8,000	2,045	0	0	0	0	0
1109 Staff Travel	2,500	4,354	3,500	1,454	0	0	0	0	0
1111 Rate Admin Offices	7,000	6,861	7,000	2,884	0	0	0	0	0
1121 Telephone/Fax/Internet	4,000	2,690	3,000	1,124	0	0	0	0	0
1123 Stationery	2,300	1,842	2,300	746	0	0	0	0	0
1124 Subscriptions	4,000	4,158	4,000	4,127	0	0	0	0	0
1125 Insurance	12,000	22,342	23,000	0	0	0	0	0	0
1126 Photocopier	2,500	2,377	2,500	325	0	0	0	0	0
1128 Postage-Frinking	2,000	1,187	2,000	130	0	0	0	0	0
1129 Miscellaneous Admin Costs	200	427	500	195	0	0	0	0	0
1130 Recruitment Advertising	2,000	895	2,000	0	0	0	0	0	0
1132 Outside Service Provider HR/HS	4,000	1,372	3,000	800	0	0	0	0	0
1160 IT Maintenance/Website	26,000	19,166	20,000	14,677	0	0	0	0	0
1171 Contingency	30,000	6,063	20,000	0	0	0	0	0	0
1173 Green Projects	10,000	14,801	10,000	1,095	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1197 Office water cooler	250	299	250	81	0	0	0	0	0
3152 Electricity	0	0	0	134	0	0	0	0	0
3155 Security	0	-40	0	-300	0	0	0	0	0
99134 Tfr from EMR Community Project	0	-653	0	0	0	0	0	0	0
99135 Tfr from EMR Bus Shell/Street	0	-175	0	0	0	0	0	0	0
Overhead Expenditure	416,361	300,972	415,676	136,460	0	0	0	0	0
Movement to/(from) Gen Reserve	(416,361)	(268,758)	(415,676)	(136,450)	0	0	0	0	0
102 Civic and Democratic									
1205 Members Training	800	0	800	635	0	0	0	0	0
1206 Mayors Allowance	3,200	3,233	3,520	3,250	0	0	0	0	0
1235 Civic Functions	2,300	3,189	3,000	0	0	0	0	0	0
Overhead Expenditure	6,300	6,423	7,320	3,885	0	0	0	0	0
Movement to/(from) Gen Reserve	(6,300)	(6,423)	(7,320)	(3,885)	0	0	0	0	0
104 Community Services									
1245 Jubilee Celebrations	2,500	1,098	0	0	0	0	0	0	0
1271 CCTV Contribution	10,000	5,635	10,000	477	0	0	0	0	0
1272 Speed Surveys	750	0	750	0	0	0	0	0	0
Overhead Expenditure	13,250	6,733	10,750	477	0	0	0	0	0
Movement to/(from) Gen Reserve	(13,250)	(6,733)	(10,750)	(477)	0	0	0	0	0
105 Corporate Management									
1152 Bank Charges	600	1,300	700	642	0	0	0	0	0

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Didcot Town Council
Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	<u>2022/23</u>		<u>2023/24</u>			<u>2024/25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	Carried Forward
1155 Internal Audit	1,600	1,440	1,680	0	0	0	0	0	0
1157 External Audit	2,000	2,000	2,200	-2,000	0	0	0	0	0
1158 Legal & Professional Fees	8,000	3,050	5,000	150	0	0	0	0	0
1159 Accounting Support	1,000	1,611	1,000	1,715	0	0	0	0	0
Overhead Expenditure	13,200	9,401	10,580	508	0	0	0	0	0
Movement to/(from) Gen Reserve	(13,200)	(9,401)	(10,580)	(508)	0		0		
108 Willowbrook Community Centre									
1769 Willowbrook Income	40,000	55,737	60,000	31,989	0	0	0	0	0
32580 S 106 Devell's Cont's Received	0	405	0	1,833	0	0	0	0	0
32581 Grant Received	0	15,299	0	0	0	0	0	0	0
32587 CIL Income	0	0	6,000	0	0	0	0	0	0
Total Income	40,000	71,441	66,000	33,822	0	0	0	0	0
1701 Salaries Willowbrook	0	0	40,000	12,155	0	0	0	0	0
1710 Willowbrook Business Rates	0	36,608	38,000	19,840	0	0	0	0	0
1720 Willowbrook Contracts	0	0	10,000	2,591	0	0	0	0	0
1725 Willowbrook ICT/Internet	0	0	3,000	524	0	0	0	0	0
1730 Willowbrook Equipment	0	0	5,000	50	0	0	0	0	0
1764 Willowbrook Consultancy	10,000	10,000	0	0	0	0	0	0	0
1766 Willowbrook Utilities	25,000	55,512	40,000	31,065	0	0	0	0	0
1767 Willowbrook Site Maintenance	10,000	54,165	0	3,362	0	0	0	0	0
Overhead Expenditure	45,000	156,285	136,000	69,586	0	0	0	0	0
Movement to/(from) Gen Reserve	(5,000)	(84,844)	(70,000)	(35,764)	0		0		

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Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
109 Capital and Projects									
1999 Loan Proceeds	0	0	0	750,000	0	0	0	0	0
32580 S 106 Devel's Cont's Received	0	3,102	0	0	0	0	0	0	0
Total Income	0	3,102	0	750,000	0	0	0	0	0
1940 Building Maintenance Fund	10,000	0	0	0	0	0	0	0	0
1944 Christmas Lights	18,500	11,056	15,000	121	0	0	0	0	0
1947 Office Equipment & Furniture	1,000	0	1,000	395	0	0	0	0	0
1948 PWLB-Repayments	122,604	122,604	242,604	0	0	0	0	0	0
1952 Groundskeeping Equipment	0	17,779	0	0	0	0	0	0	0
1953 CAP - Solar Panels	0	43,374	0	48,896	0	0	0	0	0
1954 CAP - Wheelchair Swing	0	26,125	0	0	0	0	0	0	0
1955 CAP - Edmonds Park Pavilion	0	0	0	683,720	0	0	0	0	0
99029 Tfr to EMR Elections	0	0	0	34,260	0	0	0	0	0
99060 Tfr to EMR Grounds Equip	0	259	0	0	0	0	0	0	0
99127 Tfr from EMR Building Proj Fee	0	0	0	-34,260	0	0	0	0	0
99128 Tfr from EMR Cil	0	-46,948	0	-48,896	0	0	0	0	0
99134 Tfr from EMR Community Project	0	-7,650	0	0	0	0	0	0	0
99160 Tfr from EMR Grounds Equip	0	-18,038	0	0	0	0	0	0	0
Overhead Expenditure	152,104	148,561	258,604	684,236	0	0	0	0	0
Movement to/(from) Gen Reserve	(152,104)	(145,458)	(258,604)	65,764	0	0	0	0	0
111 Services to Others									
1805 Income -Materials Fleet Meadow	0	293	0	98	0	0	0	0	0

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Didcot Town Council
Annual Budget - By Centre (Actual YTD Month 4)
Note: Draft Budget Report

	<u>2022/23</u>		<u>2023/24</u>			<u>2024/25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1806									
	Income -Labour Fleet Meadow	1,860	0	1,124	0	0	0	0	0
1807									
	Income - Course's	1,225	0	0	0	0	0	0	0
	Total Income	3,378	0	1,222	0	0	0	0	0
1866									
	Materials - Fleet Meadow	178	0	33	0	0	0	0	0
	Overhead Expenditure	178	0	33	0	0	0	0	0
	Movement to/(from) Gen Reserve	3,200	0	1,190	0	0	0	0	0
120	<u>Other Costs & Income</u>								
1176	Precept	1,241,562	1,241,562	665,928	0	0	0	0	0
1196	Interest Received	300	15,403	11,841	0	0	0	0	0
	Total Income	1,241,862	1,256,965	677,768	0	0	0	0	0
	Movement to/(from) Gen Reserve	1,241,862	1,256,965	677,768	0	0	0	0	0
201	<u>Arts & Grants-Empowered</u>								
9041	Summer Fayre - Income	0	0	1,107	0	0	0	0	0
	Total Income	0	0	1,107	0	0	0	0	0
2165	Remembrance Parade & Service	4,000	3,065	4,000	0	0	0	0	0
2187	Summer Fayre	4,000	2,450	4,000	4,854	0	0	0	0
3188	Grant Aid Fund	45,000	43,240	45,000	13,574	0	0	0	0
99039	Tfr to EMR Summer Fayre	0	12,550	0	0	0	0	0	0
	Overhead Expenditure	53,000	61,305	53,000	18,428	0	0	0	0
	Movement to/(from) Gen Reserve	(53,000)	(61,305)	(53,000)	(17,321)	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
301	External Works-Central Costs								
3101	194,329	183,900	232,000	68,265	0	0	0	0	0
3102	16,914	16,994	16,800	6,220	0	0	0	0	0
3103	38,479	36,469	36,100	14,814	0	0	0	0	0
3104	2,200	0	2,200	0	0	0	0	0	0
3105	1,000	0	1,000	0	0	0	0	0	0
3108	2,370	1,189	2,370	540	0	0	0	0	0
3120	2,575	1,318	2,000	506	0	0	0	0	0
3124	1,500	0	1,000	0	0	0	0	0	0
3127	150	100	150	0	0	0	0	0	0
3140	2,932	2,993	2,932	0	0	0	0	0	0
3141	6,000	7,898	6,000	1,457	0	0	0	0	0
3145	10,000	3,307	10,000	2,038	0	0	0	0	0
3154	546	3,668	2,000	3,135	0	0	0	0	0
9034	3,863	3,229	3,863	1,329	0	0	0	0	0
9039	5,110	6,332	5,110	2,159	0	0	0	0	0
9045	1,200	3,814	1,200	1,539	0	0	0	0	0
9062	0	7,123	2,000	1,987	0	0	0	0	0
9063	0	3,552	1,000	285	0	0	0	0	0
99160	0	-350	0	0	0	0	0	0	0
	289,168	281,537	327,725	104,273	0	0	0	0	0
	(289,168)	(281,537)	(327,725)	(104,273)	0	0	0	0	0
302	Allotments								

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Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	2022/23		2023/24			2024/25				
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
3282	Allotment Rents	12,500	13,327	14,500	7,891	0	0	0	0	0
	Total Income	12,500	13,327	14,500	7,891	0	0	0	0	0
3151	Water Charges	2,500	4,037	2,500	1,496	0	0	0	0	0
3154	Maintenance	0	1,364	0	0	0	0	0	0	0
3233	Allotment Competition	350	150	350	0	0	0	0	0	0
3244	Allotment Maintenance	2,000	3,694	4,000	173	0	0	0	0	0
	Overhead Expenditure	4,850	9,245	6,850	1,669	0	0	0	0	0
	Movement to/(from) Gen Reserve	7,650	4,082	7,650	6,222	0	0	0	0	0
303	Cemetery									
3383	Cemetery Fees	17,000	18,070	18,000	6,800	0	0	0	0	0
	Total Income	17,000	18,070	18,000	6,800	0	0	0	0	0
3151	Water Charges	1,200	172	1,000	9	0	0	0	0	0
3154	Maintenance	5,000	583	0	60	0	0	0	0	0
3340	Rates - Cemetery	0	848	600	362	0	0	0	0	0
99121	Tfr from EMR Cemetery Fund	0	-150	0	0	0	0	0	0	0
	Overhead Expenditure	6,200	1,454	1,600	430	0	0	0	0	0
	Movement to/(from) Gen Reserve	10,800	16,616	16,400	6,370	0	0	0	0	0
304	Edmonds Park									
3151	Water Charges	1,200	148	1,200	753	0	0	0	0	0
3152	Electricity	1,800	972	1,800	381	0	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
3154 Maintenance	10,000	11,087	10,000	2,628	0	0	0	0	0
3155 Security	4,000	5,878	6,000	76	0	0	0	0	0
3170 Waste Recycling	9,500	8,252	9,500	2,298	0	0	0	0	0
3387 Pre-fab Toilets	0	19,531	0	0	0	0	0	0	0
99137 Tfr from EMR Pre-Fab Toilet	0	-8,378	0	0	0	0	0	0	0
Overhead Expenditure	26,500	37,491	28,500	6,136	0	0	0	0	0
Movement to/(from) Gen Reserve	(26,500)	(37,491)	(28,500)	(6,136)	0	0	0	0	0
305 Ladygrove Park									
3183 Lady Grove Park Income	2,000	4,602	3,000	200	0	0	0	0	0
3185 Ladygrove Lakes Income	300	3,429	3,000	0	0	0	0	0	0
Total Income	2,300	8,031	6,000	200	0	0	0	0	0
3152 Electricity	0	0	0	-43	0	0	0	0	0
3154 Maintenance	5,000	7,563	7,000	5,237	0	0	0	0	0
3163 Sandpit & Train	0	5,185	0	0	0	0	0	0	0
3165 Ladygrove Lakes	0	9,249	0	1,824	0	0	0	0	0
99025 Tfr to EMR Ladygrove Park	0	182	0	0	0	0	0	0	0
99124 Tfr from EMR Ladygrove Lakes	0	-4,754	0	-159	0	0	0	0	0
Overhead Expenditure	5,000	17,425	7,000	6,858	0	0	0	0	0
Movement to/(from) Gen Reserve	(2,700)	(9,394)	(1,000)	(6,558)	0	0	0	0	0
306 Loyd Park									
1195 Miscellaneous Income	0	10	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Income	0	10	0	0	0	0	0	0	0
3151 Water Charges	80	-314	550	-1,324	0	0	0	0	0
3152 Electricity	200	462	350	0	0	0	0	0	0
3154 Maintenance	0	3,301	0	19,373	0	0	0	0	0
99120 Tfr from EMR Building Repair	0	0	0	-19,160	0	0	0	0	0
99138 Tfr from EMR Play Areas	0	-1,246	0	0	0	0	0	0	0
Overhead Expenditure	280	2,203	900	-1,111	0	0	0	0	0
Movement to/(from) Gen Reserve	(280)	(2,193)	(900)	1,111	0	0	0	0	0
308 Other Parks & Recreation Areas									
3179 Carbon Return Income	0	0	0	2	0	0	0	0	0
Total Income	0	0	0	2	0	0	0	0	0
3154 Maintenance	5,500	22,729	5,500	1,214	0	0	0	0	0
3166 Millennium Wood Upkeep	3,000	514	3,000	2,985	0	0	0	0	0
99134 Tfr from EMR Community Project	0	-3,695	0	0	0	0	0	0	0
Overhead Expenditure	8,500	19,548	8,500	4,199	0	0	0	0	0
Movement to/(from) Gen Reserve	(8,500)	(19,548)	(8,500)	(4,197)	0	0	0	0	0
309 Play Areas									
3149 Bark Top-up	3,000	2,084	3,000	0	0	0	0	0	0
3153 Play Equipment Maintenance	15,000	29,357	25,000	3,138	0	0	0	0	0
99128 Tfr from EMR Cil	0	-7,132	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
99134 Tfr from EMR Community Project	0	-3,287	0	0	0	0	0	0	0
99138 Tfr from EMR Play Areas	0	-11,647	0	0	0	0	0	0	0
Overhead Expenditure	18,000	9,374	28,000	3,138	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(18,000)</u>	<u>(9,374)</u>	<u>(28,000)</u>	<u>(3,138)</u>	<u>0</u>		<u>0</u>		
310 Environmental Services									
1183 Bowl's Club Rent	50	0	50	0	0	0	0	0	0
3180 Sports Hire	3,000	4,130	4,000	4,870	0	0	0	0	0
3184 Funfair Hires	4,000	2,000	4,000	0	0	0	0	0	0
3186 Agency Income OCC	13,424	0	0	0	0	0	0	0	0
3198 Bus Shelter Advertising Income	7,657	10,000	10,000	0	0	0	0	0	0
Total Income	<u>28,131</u>	<u>16,130</u>	<u>18,050</u>	<u>4,870</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3148 Bus Shelter Contract	7,657	10,000	10,000	0	0	0	0	0	0
3150 Plants	2,000	580	1,000	5,253	0	0	0	0	0
3157 Dog Fouling Clean-up Service	1,350	2,912	3,100	971	0	0	0	0	0
3158 Trees	8,500	6,135	8,500	0	0	0	0	0	0
3159 Grass Cutting	25,000	34,960	0	0	0	0	0	0	0
3162 Football pitch maintenance	8,000	2,687	8,000	2,038	0	0	0	0	0
3168 Street Furniture Maintenance	3,000	2,147	3,000	2,032	0	0	0	0	0
99134 Tfr from EMR Community Project	0	0	0	-7,000	0	0	0	0	0
99135 Tfr from EMR Bus Shelter/Street	0	-815	0	0	0	0	0	0	0
Overhead Expenditure	55,507	58,606	33,600	3,294	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(27,376)</u>	<u>(42,476)</u>	<u>(15,550)</u>	<u>1,576</u>	<u>0</u>		<u>0</u>		

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Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
325 Projects									
32587 CIL Income	6,000	12,097	0	3,751	0	0	0	0	0
90005 Edmonds Park	0	240	0	0	0	0	0	0	0
Total Income	6,000	12,337	0	3,751	0	0	0	0	0
3162 Football pitch maintenance	0	1,792	0	0	0	0	0	0	0
9031 Tree Management - Contract	5,000	0	5,000	0	0	0	0	0	0
9050 Play Equipment St Annes	0	15,603	0	0	0	0	0	0	0
9051 Memorial WW1 Commemorative Seat	500	499	0	0	0	0	0	0	0
9059 Bus shelters	5,000	0	5,000	0	0	0	0	0	0
32518 Edmonds Park	0	-80	0	-700	0	0	0	0	0
32525 Pavilion build	10,000	158,425	0	7,680	0	0	0	0	0
32591 Skatepark Refurbishment	0	772	0	0	0	0	0	0	0
32599 Splash Park	0	7,585	0	0	0	0	0	0	0
99028 Tfr to EMR CIL	0	181,383	0	3,751	0	0	0	0	0
99123 Tfr from EMR Skatepark	0	-772	0	0	0	0	0	0	0
99127 Tfr from EMR Building Proj Fee	0	-10,800	0	0	0	0	0	0	0
99134 Tfr from EMR Community Project	0	-10,603	0	0	0	0	0	0	0
99138 Tfr from EMR Play Areas	0	-5,000	0	0	0	0	0	0	0
99152 Tfr from EMR Pavilions	0	-4,300	0	-1,953	0	0	0	0	0
99154 Tfr from EMR Rolling Budgets	0	-13,866	0	0	0	0	0	0	0
Overhead Expenditure	20,500	320,637	10,000	8,778	0	0	0	0	0
Movement to/(from) Gen Reserve	(14,500)	(308,300)	(10,000)	(5,026)	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
401 C.H General Administration									
1000 Main Hall	30,000	43,278	55,000	17,374	0	0	0	0	0
1001 Northbourne Room	5,000	11,482	12,000	4,921	0	0	0	0	0
1002 Ladygrove Room	20,000	27,277	25,000	13,367	0	0	0	0	0
1003 All Saints Room	8,000	9,133	10,000	2,997	0	0	0	0	0
1004 Park Room	8,000	6,616	8,000	2,768	0	0	0	0	0
1005 Weddings	0	500	0	592	0	0	0	0	0
1009 Events Package Income	0	0	0	4,128	0	0	0	0	0
1011 Millbrook Room	2,000	1,790	2,000	25	0	0	0	0	0
1020 Other Income	0	1,420	1,000	932	0	0	0	0	0
Total Income	73,000	101,495	113,000	47,104	0	0	0	0	0
3155 Security	0	0	0	50	0	0	0	0	0
4001 Salaries - Civic Hall	73,200	168,000	48,000	21,462	0	0	0	0	0
4002 Salaries - Civic Hall Er's Ni	7,750	10,141	0	798	0	0	0	0	0
4003 Salaries - C.Hall Er's Superan	21,000	27,383	0	3,741	0	0	0	0	0
4012 Water Charges	6,000	3,240	12,000	1,987	0	0	0	0	0
4014 Light & Heat	38,000	20,310	40,000	11,773	0	0	0	0	0
4015 Cleaning and Hygiene	25,000	27,919	30,000	10,890	0	0	0	0	0
4016 Uniform	1,000	250	1,000	0	0	0	0	0	0
4018 Waste Disposal	3,000	3,384	3,500	1,765	0	0	0	0	0
4022 Telephone	1,000	385	1,000	50	0	0	0	0	0
4023 Licenses	1,000	4,578	4,000	1,550	0	0	0	0	0
4024 Event Costs	0	0	0	-3,224	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4027 Advertising/Marketing	1,000	200	1,000	0	0	0	0	0	0
4042 Equipment	5,000	17,120	10,000	930	0	0	0	0	0
4043 Repairs and Maintenance	15,000	37,021	10,000	6,290	0	0	0	0	0
4044 Maintenance Contracts	15,000	13,769	15,000	12,185	0	0	0	0	0
4045 Repair/Upgrade PA System	2,500	234	2,000	349	0	0	0	0	0
4051 Stocktakers Fees	300	0	300	0	0	0	0	0	0
4052 Accountancy Charges	500	1,551	500	771	0	0	0	0	0
4054 NNDR	45,000	44,800	50,000	16,484	0	0	0	0	0
4103 Sundry Expenses	1,000	0	1,000	0	0	0	0	0	0
4104 Training & Prof Development	1,000	0	1,000	0	0	0	0	0	0
4105 Stationery	0	224	0	-2	0	0	0	0	0
99154 Tfr from EMR Rolling Budgets	0	-5,145	0	0	0	0	0	0	0
Overhead Expenditure	263,250	375,363	230,300	87,850	0	0	0	0	0
Movement to/(from) Gen Reserve	(190,250)	(273,868)	(117,300)	(40,746)	0	0	0	0	0
402 C H Bar									
1050 Bar Sales	12,000	18,859	15,000	5,874	0	0	0	0	0
Total Income	12,000	18,859	15,000	5,874	0	0	0	0	0
3000 Bar Purchases	8,000	8,720	7,500	4,492	0	0	0	0	0
3010 Salaries - Bar Staff	1,500	0	0	0	0	0	0	0	0
3020 Bar Sundries	500	181	500	106	0	0	0	0	0
3154 Maintenance	0	2,468	3,000	524	0	0	0	0	0
Overhead Expenditure	10,000	11,369	11,000	5,123	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

15:21

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve									
	<u>2,000</u>	<u>7,490</u>	<u>4,000</u>	<u>752</u>	<u>0</u>		<u>0</u>	<u>0</u>	
403 C H Catering									
1075 Food and Beverage Income	5,000	3,802	3,000	2,192	0	0	0	0	0
1100 Catering Income - Food	0	8,767	6,000	3,010	0	0	0	0	0
Total Income	<u>5,000</u>	<u>12,569</u>	<u>9,000</u>	<u>5,202</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
3100 Food and Beverage Costs	0	4,432	4,500	497	0	0	0	0	0
4350 CH Kitchen Maintenance	0	792	2,500	60	0	0	0	0	0
Overhead Expenditure	<u>0</u>	<u>5,224</u>	<u>7,000</u>	<u>557</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>5,000</u>	<u>7,345</u>	<u>2,000</u>	<u>4,645</u>	<u>0</u>		<u>0</u>	<u>0</u>	
955 Earmarked Reserves									
90001 VAT Payment	6,000	0	0	0	0	0	0	0	0
99150 Trf from EMR VAT Contingency	0	-120,972	0	0	0	0	0	0	0
Overhead Expenditure	<u>6,000</u>	<u>-120,972</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(6,000)</u>	<u>120,972</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>	<u>0</u>	
Total Budget Income	<u>1,437,793</u>	<u>1,567,929</u>	<u>1,596,405</u>	<u>1,545,625</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Expenditure	<u>1,412,970</u>	<u>1,718,362</u>	<u>1,592,905</u>	<u>1,144,807</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>24,823</u>	<u>(150,433)</u>	<u>3,500</u>	<u>400,818</u>	<u>0</u>		<u>0</u>	<u>0</u>	

8-14

Finance and General Purposes Committee

21st August 2023

Report author: Janet Wheeler



Draft budget timetable – 2024–2025 financial year

Introduction

1. This report presents a draft budget timetable for the 2024-2025 financial year. This year, for the first time, we have the draft medium term finance plan and the Town Clerk recommends that we have some training with DCK Accounting Solutions Ltd which will link in with the budget for next year.

Recommendation

2. That the Committee considers and agrees the budget timetable for each Committee where decisions must be made future projects including estimates on income and expenditure for 2024-2025. Please note that the Planning Committee feeds its projects to the Environment & Climate Committee and F&GP Committee. New cost centres may also be included to reflect the new initiatives such as the work of the Ladygrove Management Committee.

Background

1st round of budget consideration

Personnel & Administration Committee
Property & Facilities Committee
Environment & Climate Committee
Finance & General Purposes Committee

2nd October 2023
27th September 2023
11th September 2023
25th September 2023

2nd round of budget consideration

Personnel and Administration Committee
Property & Facilities Committee
Environment & Climate Committee
Finance & General Purposes Committee

4th December 2023
29th November 2023
13th November 2023
20th November 2023

...cont'd/

Recommendation

It is planned to have the final budget and precept recommendation ready for the F&GP Committee meeting on 18th December 2023. This will be approved at the Council meeting on 8th January 2024.

Legal and risk Implications

3. The Accounts and Audit Regulations require local councils to operate a robust budget. Evidence needs to be recorded that the Council has considered and debated the future budgetary programme for the 2024-2025 financial year.

Janet Wheeler
Town Clerk



RIDGE

COST REPORT NR 3
NEW SPORTS AND COMMUNITY PAVILION
DIDCOT TOWN COUNCIL

14 August 2023



**NEW SPORTS AND COMMUNITY PAVILION
DIDCOT TOWN COUNCIL**

COST REPORT NR 3

Main Contract Works Package

14 August 2023

Prepared for

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Prepared by

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COST REPORT NR 3

NEW SPORTS AND COMMUNITY PAVILION

RIDGE

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A. PROJECT CASHFLOW COMPARISON	A/1

COST REPORT NR 3

NEW SPORTS AND COMMUNITY PAVILION

RIDGE

1. EXECUTIVE SUMMARY

1.1 Key Report Information

- Report based on information available on : 14 August 2023
- Report includes estimated values for the Contract Variations issued to date : AI 1 to 6
- We understand other variations are possible but not confirmed in writing to date, these have been included and listed separately under the 'Anticipated Variations' Sections.
- No extensions of time have been granted to date.
- The report identifies 'Client Extra' items that are changes the original scope of the works. These are listed in the 'Authorised Expenditure' Section if applicable.
- We are at present reporting against the original 'Authorised Expenditure'.
- Please confirm whether the 'Authorised Expenditure' should be adjusted to include any of the 'Client Extra' items.
- We would point out that any further Client changes will probably increase costs and may delay the programme.
- We have included a comparison of the construction cashflow. We would point out that the current overall expenditure is above the predicted Cost Report cashflow. The Contractor is currently predicting a final account figure higher than the Cost Report figure.
- The assessments of anticipated values are currently provisional, we are in the process of firming up the items and will report in due course on the final assessments.
- Anticipated cost for re-surfacing of carpark has not been included in this cost report. However, we have shown two different options with cost in the description section of the anticipated variations. We would note that both option would reduce the contingency allowance significantly and you may wish to delay any decision to instruct this work until latter in this project. We would also note that currently the cost provide by LIFE will need to be properly evaluated to determine if they are achievable.
- Contract and Anticipated Instructions are colour codes to show the status of the agreed items with the Contractor

F Fixed Cost

B Budget Cost

A Agreed

COST REPORT NR 3

NEW SPORTS AND COMMUNITY PAVILION

RIDGE

1. EXECUTIVE SUMMARY

1.2 Key Report Analysis

• Contract Sum:	2,188,096.00
• Total Project Contingency:	102,554.00
• Current Authorised Expenditure:	£2,290,650.00
• Anticipated Final Account:	£2,196,284.00
• Current overspend (+)/underspend (-) against Contract Sum	£8,188.00
• Current overspend (+)/underspend (-) against Authorised Expenditure	-£94,366.00
• Current balance for Contingency:	£94,366.00
• Overall Change in the report since the last report :	£102,671.00
• Main reasons for overall change in the report are :	

DESCRIPTION	TOTAL £
1 Contract Instruction Nr 5 - Proposed value engineering relating to the change from slate roof coverings and vertical wall tiling to concrete due to the increased loading. Saving not achievable.	8,000.00
2 Anticipated Item Nr 4 - Lightning protection - LIFE fixed cost increased from previous budget cost	305.00
3 Contingency for the Project	94,366.00
Total Overall	£ 102,671.00

COST REPORT NR 3

NEW SPORTS AND COMMUNITY PAVILION

RIDGE**2. AUTHORISED EXPENDITURE**

REF	DESCRIPTION	VALUE OF CLIENT REQUESTED ITEMS	OMISSIONS £	ADDITIONS £
1.00	Original Authorised Expenditure for the project: Out of which;	£2,400,000.00		
	LIFE Contract Sum:	£2,188,096.03		2,188,096
	Ridge Post Contract Fee:	£98,350.00		
	Ridge PO for JCT Contract:	£1,000.00		
	Allowance for DTC Furniture:	£10,000.00		
	Total cost:	£2,297,446.03		
	Contingency:	£102,553.97		102,554
	Variations (CAls & Anticipated costs)	£8,188.00		
	Contingency Balance:	£94,366.00		
	Sub totals	-	-	2,290,650
	Deduct omissions			-
	Total to General Summary		£	2,290,650

COST REPORT NR 3

NEW SPORTS AND COMMUNITY PAVILION

RIDGE

3. GENERAL SUMMARY

3.1 Report Collection

REF	DESCRIPTION	CONTRACT SUM £	PREVIOUS REPORT £	THIS REPORT TOTAL £	MOVEMENT £
1	Contract Sum	2,188,096	2,188,096	2,188,096	–
2	Package Procurement (included above)		–	–	–
3	Prime Cost & Provisional Sums		–	–	–
4	Contract Variations		(9,117)	(1,117)	8,000
5	Anticipated Variations		9,000	9,305	305
6	Lodged/Anticipated Claims		–	–	–
	Anticipated Final Account Value	£ 2,188,096	2,187,979	2,196,284	8,305
	Contingency for Balance of Project		–	94,366	94,366
	Anticipated Total	£	2,187,979	2,290,650	102,671

3.2 Key Report Summary

Anticipated Final Account Value	2,187,979	2,196,284	8,305
Authorised Expenditure	2,188,096	2,290,650	102,554
Forecast underspend on Authorised Expenditure	£	(94,366)	

3.3 Key Report Notes

- Rounded to the nearest pound
- All figures exclude VAT
- Based on information available at the date of the report

COST REPORT NR 3

NEW SPORTS AND COMMUNITY PAVILION

RIDGE

5. PROVISIONAL SUMS

REF	DESCRIPTION	CONTRACT VALUE	OMISSIONS	£	ADDITIONS £
Value Engineering - PROVISIONAL					
1.00	Mechanical				
1.01	Change HDPE drainage to UPVC	(900.00)			
1.02	Change all pumps to single head	(1,364.00)			
1.03	Omit BMS installation, allow for plant to run from local controls	(18,000.00)			
1.04	Omit pressurisation unit, leave quick fill loop	(1,750.00)			
1.05	Swapping Radiators to UFH	(3,700.00)			
2.00	Electrical				
2.01	Reduce hand dryer spec	(1,200.00)			Saving achievable.
2.02	Alternative lighting specification	(850.00)			
2.03	Reduce CCTV; Reduction in cameras	(500.00)			
2.04	Access Control; allowed for standalone to 2nr doors	(1,000.00)			
2.05	M&E design review & BREEAM check associated with VE	3,000.00			
3.00	Soft Flooring				
3.01	Standard backing altrowood instead of Altrowood comfort - Fixed saving	(1,068.00)			
3.02	Altro Walkway instead of Altro Stronghold - Fixed saving	(420.00)			
4.00	FF&E				
4.01	Omit Lockers - Fixed saving	(5,465.00)			
5.00	Doors				
5.01	Alternative door specification; primed and decorated on site	(1,488.00)			
5.02	Changing the vision panels to a 200x1450mm in lieu of 750 x 200 + 500 x 200	(432.00)			
6.00	Roof Tiling & Tile Hanging				
6.01	Change to concrete tile (subject to Struc. Engineer reviewing additional loading)	(8,000.00)			Saving not achievable. Refer to CAI Nr 5
7.00	Plastering				
7.01	Omit plastering Add paint grade block for main hall only	(2,000.00)			
	Sub totals	(45,137.00)		-	-
	Deduct omissions				-
	Net Adjustment to General Summary			£	--

COST REPORT NR 3**NEW SPORTS AND COMMUNITY PAVILION****RIDGE****6. CONTRACT VARIATIONS**

REF	DESCRIPTION	OMISSIONS £	ADDITIONS £
1.01	Contract Instruction Nr 1 (18-04-23) Confirmation by Didcot Town Council that a performance bond is not required	(2,356.88)	
2.01	Contract Instruction Nr 2 (23-05-23) Ornit Provisional Allowance for Statutory Authorities work	(31,425.00)	
2.02	Add: Accept Thames Water quotation 20125986 dated 19/03/2023 to provide 2 x 32mm MDPE commercial metered supplies off 6" PVC offsite in single trenches		4,178.22
2.03	Add: Accept Scottish & Southern Electricity Networks quotation ref EZC125/2 dated 02/05/2023 for contestable and non-contestable works		20,015.68
3.01	Contract Instruction Nr 3 (09-06-23) Supply 2nr 100 litre Prestige wall mounted water butts on to downpipes (location to be agreed), as James Cole's e-mail dated 31/05/2023 (inclusive of OH&P)		470.82
4.01	Contract Instruction Nr 4 (28-07-23) Further to the issue of the lightning protection risk management report we would confirm the Employer accepts the recommendations of the report to incorporate a lighting protection installation into the building.		TBC. Included in anticipated variations
5.01	Contract Instruction Nr 5 (28-07-23) We confirm the Employers acceptance that the proposed value engineering saving relating to the change from slate roof coverings and vertical wall tiling to concrete is not achievable due to the increased loading.		8,000.00
6.01	Contract Instruction Nr 6 (02-08-23) Confirm Employers requirement for the access control system to be Lockteq compatible so that it can like to Didcot Town Councils booking system. The Client confirmed that they usually use the BusinessWatch Group to install this.		tbc
	Sub totals	(33,781.88)	32,664.72
	Deduct omissions		(33,781.88)
	Net Adjustment to General Summary		£ (1,117.16)

COST REPORT NR 3**NEW SPORTS AND COMMUNITY PAVILION****RIDGE****7. ANTICIPATED VARIATIONS**

REF	DESCRIPTION	OMISSIONS £	ADDITIONS £
1.01	Allowance for Water butts 2nr x 100 litre capacity (Client request)	-	See AI Nr 3
1.02	LBS attendances budget cost for Statutory Authority's services connection and trenching (as LIFE Valuation Nr 1 allowance)	-	5,000.00
1.03	Re-surfacing of Carpark (scope to be defined) a) Option 1 - To relay existing car park, including removing existing 30mm surface course then relaying, and removing and reinstating the channel drain: £46,806.00 b) Option 2 - To relay existing car park, including removing existing 30mm surface course and 70mm dense binder course then relaying, and removing and reinstating the channel drain: £99,426.00	-	Excluded Excluded
1.04	Lightning Protection	-	4,305.00
1.05	Hand dryer specification confirmation (saving of £1,200 included in VE saving achievable)	-	-
Sub totals		-	9,305.00
Deduct omissions			-
Net Adjustment to General Summary		£	9,305.00

COST REPORT NR 3

NEW SPORTS AND COMMUNITY PAVILION



8. LODGED/ANTICIPATED CLAIMS

REF	DESCRIPTION	OMISSIONS £	ADDITIONS £
	None	-	-
	Sub totals	-	-
	Deduct omissions		-
Net Adjustment to General Summary		£	--

A. PROJECT CASHFLOW COMPARISON

COST REPORT NR 3

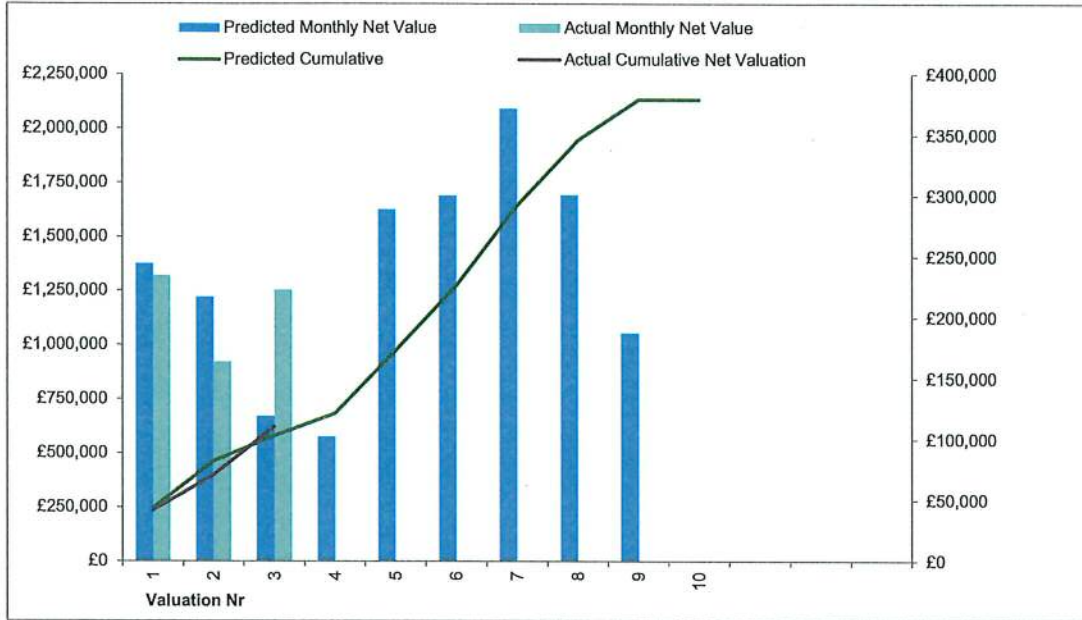
NEW SPORTS AND COMMUNITY PAVILION



A. CASHFLOW FORECAST

Cumulative

Monthly



Ref.		Predicted Cumulative	Actual Cumulative Net Valuation	Predicted Monthly Net Value	Actual Monthly Net Value
1	May-23	£244,687	£234,624	£244,687	£234,624
2	Jun-23	£461,821	£398,733	£217,134	£164,109
3	Jul-23	£581,126	£621,521	£119,305	£222,788
4	Aug-23	£683,451		£102,325	
5	Sep-23	£972,673		£289,222	
6	Oct-23	£1,273,014		£300,341	
7	Nov-23	£1,644,833		£371,819	
8	Dec-23	£1,945,619		£300,786	
9	Jan-24	£2,133,394		£187,775	
10	Feb-24	£2,133,394			
11	Mar-24	£2,133,394			
12	Apr-24	£2,133,394			
13	May-24	£2,133,394			
14	Jun-24	£2,133,394			
15	Jul-24	£2,133,394			
16	Aug-24	£2,133,394			
17	Sep-24	£2,133,394			
18	Oct-24	£2,133,394			
19	Nov-24	£2,133,394			
20	Dec-24	£2,133,394			
21	Jan-25	£2,188,096		£54,702	
22	Feb-25				
23	Mar-25				
				£2,188,096	£621,521



RIDGE



www.ridge.co.uk



United Kingdom
Debt Management
Office

OFFICIAL

T 020 7862 6610
E pwlb@dmo.gov.uk
www.dmo.gov.uk

PWLB lending facility

TO: DIDCOT TOWN COUNCIL (OXON)
FROM: PWLB Fixed Annuity
DATE: 02 August 2023
SUBJECT: PWLB loan Conditional Confirmation

Following your authority's loan application, HM Treasury has conditionally authorised the loan specified, for which the fee indicated will be deducted from the amount advanced. HM Treasury may need to ask for further information about your application. Acceptance of the loan application remains conditional on any internal review by or on behalf of HM Treasury .

If your loan application is not approved on the terms listed below, the DMO will send your authority a PWLB loan cancellation letter by 12 noon on the fourth business day following the date given above. HM Treasury (or a delegated authority) will contact your authority in accordance with the terms of the Operational Circular(s) mentioned below regarding (i) any clarification or additional information required as part of its internal review, (ii) any changes to the terms listed below necessitated by that review and/or (iii) the refusal of your loan application.

If the DMO has not sent your authority a PWLB cancellation letter relating to the approval of the loan application in accordance with the paragraph above by 12noon on the fourth business day following the date given above, this will constitute unconditional acceptance of the loan application and your authority may accordingly treat it as such.

The loan will automatically be secured by statute on all the revenues of your authority and is made on the basis of the terms and conditions of the Operational Circular(s) mentioned below. Subject to the Operational Circular(s) mentioned below, the loan will carry interest at the annual rate stated below. The rate of interest will remain unchanged throughout the period of the loan.

If you have any questions about this loan application, please contact: PWLBCertaintyrate@communities.gov.uk

We conditionally confirm the details of the following transaction:

Our Reference: Deal No: 647533
Our Dealer: Laurel Greene
Your Dealer: Janet Wheeler
Loan Principal: GBP 1,650,000.00
Fee Paid: GBP 577.50
Agreed Terms of Loan: Made under the terms and conditions of the Operational Circular(s) No. 163
Formula Timing: PRINCIPAL & INTEREST ACT
Deal Date: 02-Aug-2023
Settlement Date: 09-Aug-2023
Maturity Date: 09-Aug-2048
Term: 25 years 0 months
Standard Interest Rate: 5.530%
Annual Interest Rate: 5.530%
Interest Amount: GBP 1,414,811.87

Cash Flow Schedule:

Date	Ccy	Amount		Comments	Your Bank Account		
09-Aug-2023	GBP	1,649,422.50	We Pay	PRINCIPAL	UNITY	608301	20459521
09-Feb-2024	GBP	45,622.50	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Feb-2024	GBP	15,673.73	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Aug-2024	GBP	45,189.12	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Aug-2024	GBP	16,107.11	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
10-Feb-2025	GBP	44,743.76	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
10-Feb-2025	GBP	16,552.47	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
11-Aug-2025	GBP	44,286.08	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
11-Aug-2025	GBP	17,010.15	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Feb-2026	GBP	43,815.75	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Feb-2026	GBP	17,480.48	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
10-Aug-2026	GBP	43,332.42	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
10-Aug-2026	GBP	17,963.81	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Feb-2027	GBP	42,835.72	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Feb-2027	GBP	18,460.51	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Aug-2027	GBP	42,325.29	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Aug-2027	GBP	18,970.94	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Feb-2028	GBP	41,800.74	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Feb-2028	GBP	19,495.49	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Aug-2028	GBP	41,261.69	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Aug-2028	GBP	20,034.54	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Feb-2029	GBP	40,707.73	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Feb-2029	GBP	20,588.50	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Aug-2029	GBP	40,138.46	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Aug-2029	GBP	21,157.77	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
11-Feb-2030	GBP	39,553.45	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
11-Feb-2030	GBP	21,742.78	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Aug-2030	GBP	38,952.26	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Aug-2030	GBP	22,343.97	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
10-Feb-2031	GBP	38,334.45	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
10-Feb-2031	GBP	22,961.78	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
11-Aug-2031	GBP	37,699.56	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
11-Aug-2031	GBP	23,596.67	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Feb-2032	GBP	37,047.11	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Feb-2032	GBP	24,249.12	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Aug-2032	GBP	36,376.62	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Aug-2032	GBP	24,919.61	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Feb-2033	GBP	35,687.59	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Feb-2033	GBP	25,608.64	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Aug-2033	GBP	34,979.52	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Aug-2033	GBP	26,316.71	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Feb-2034	GBP	34,251.86	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Feb-2034	GBP	27,044.37	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Aug-2034	GBP	33,504.08	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Aug-2034	GBP	27,792.15	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Feb-2035	GBP	32,735.63	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Feb-2035	GBP	28,560.60	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
09-Aug-2035	GBP	31,945.93	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
09-Aug-2035	GBP	29,350.30	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
11-Feb-2036	GBP	31,134.39	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288
11-Feb-2036	GBP	30,161.84	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF	S607080	10013288
11-Aug-2036	GBP	30,300.42	We Receive	INTEREST	THE ROYAL BANK OF	S607080	10013288

11-Aug-2036	GBP	30,995.81	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Feb-2037	GBP	29,443.38	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Feb-2037	GBP	31,852.85	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
10-Aug-2037	GBP	28,562.65	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
10-Aug-2037	GBP	32,733.58	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Feb-2038	GBP	27,657.57	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Feb-2038	GBP	33,638.66	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Aug-2038	GBP	26,727.46	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Aug-2038	GBP	34,568.77	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Feb-2039	GBP	25,771.63	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Feb-2039	GBP	35,524.60	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Aug-2039	GBP	24,789.38	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Aug-2039	GBP	36,506.85	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Feb-2040	GBP	23,779.96	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Feb-2040	GBP	37,516.27	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Aug-2040	GBP	22,742.64	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Aug-2040	GBP	38,553.59	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
11-Feb-2041	GBP	21,676.63	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
11-Feb-2041	GBP	39,619.60	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Aug-2041	GBP	20,581.15	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Aug-2041	GBP	40,715.08	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
10-Feb-2042	GBP	19,455.38	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
10-Feb-2042	GBP	41,840.85	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
11-Aug-2042	GBP	18,298.48	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
11-Aug-2042	GBP	42,997.75	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Feb-2043	GBP	17,109.59	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Feb-2043	GBP	44,186.64	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
10-Aug-2043	GBP	15,887.83	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
10-Aug-2043	GBP	45,408.40	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Feb-2044	GBP	14,632.29	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Feb-2044	GBP	46,663.94	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Aug-2044	GBP	13,342.03	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Aug-2044	GBP	47,954.20	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Feb-2045	GBP	12,016.10	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Feb-2045	GBP	49,280.13	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Aug-2045	GBP	10,653.50	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Aug-2045	GBP	50,642.73	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Feb-2046	GBP	9,253.23	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Feb-2046	GBP	52,043.00	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Aug-2046	GBP	7,814.24	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Aug-2046	GBP	53,481.99	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
11-Feb-2047	GBP	6,335.46	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
11-Feb-2047	GBP	54,960.77	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
09-Aug-2047	GBP	4,815.80	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
09-Aug-2047	GBP	56,480.43	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
10-Feb-2048	GBP	3,254.11	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
10-Feb-2048	GBP	58,042.12	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288
10-Aug-2048	GBP	1,649.25	We Receive	INTEREST	THE ROYAL BANK OF S607080	10013288
10-Aug-2048	GBP	59,647.35	We Receive	REPAY PRINCIPAL	THE ROYAL BANK OF S607080	10013288

Medium Term Financial Plan 2023-24



Approved by Council on **????** 2023.

Latest Review date: **April** 2024

In accordance with the Council's revised Financial Regulations, this Medium-Term Financial Plan sets out the financial projections, considerations, pressures, and issues for the Council over the next five years. Each year after a budget has been set, the "rolling" Plan will be updated, taking into consideration any new issues emerging and the continual alignment of funding with priorities determined by Council through its **Strategy** and any associated Delivery Plan. The forecasts are linked with the Council's **current** Vision and Objectives, **however** the Council **had** all-out elections in May 2023 **and the new Council will want to review its priorities during the financial year. To facilitate this, provision has been built in for revenue under Strategic Revenue Initiatives, and for capital within the Rolling Capital Fund. Council can add flexibility to this by varying the timescale and final specification for the Splash Park.**

The objectives of the Plan are:

- To enable the Council to allocate resources to achieve its priorities.
- To enable the Council to understand its key financial pressures and likely long-term implications of its decisions.
- To identify future financial impacts of both policy decisions and external factors so that risks can be managed.
- To control precept rises and identify external funding.
- Support the delivery of value for money services.
- To ensure good use is made of assets.
- To maintain the General Reserve at or above the desired level.
- To provide for future financial demands
- To facilitate good financial management

The medium-term financial position will **still** be **influenced** by the priorities in Council's Vision and Objectives **which were set by the previous administration** and proposed additional assets and services **which are coming forward as part of the Garden Town growth. The next revision will be dominated by the current Council's new Strategy.**

Didcot has been designated as one of the three major growth areas in Oxfordshire; the Ladygrove development, to the north and east of the railway line on the former marshland, is set to double the number of homes in the town since construction began in the late 1980s. Before the Ladygrove development was completed, a prolonged and contentious planning enquiry decided that a 3,200-

home development would be built to the west of the town, partly overlapping the boundary with the Vale of White Horse. This is now being built as Great Western Park.

The Didcot Garden Town Masterplan (2017) presents a framework to guide the development of the town for the next 14 years to 2031, in line with the local plans for the Vale of White Horse District Council extending to 2031 and the South Oxfordshire District Council Local Plan to 2032. During this time, the town is likely to nearly double in footprint with an additional 15,000 homes and 20,000 jobs. In the next 11 years, it is estimated that a further 4000 homes of these homes will be built within the town boundary (parish), in addition to a substantial number at Valley Park in the adjacent Vale of the White Horse, which regards itself as Didcot.

As a result of this, the Council Tax base will continue to increase over the period, which will in effect provide [some](#) increased Precept without increasing the charge on individual homes. [\(1.5% has been assumed for the next 2 years and 0.5% for the following 2 years as new house building lessens within the Parish\)](#). In practice this may drop slightly in some years due to the amount of unpaid council tax. The Council are also likely to continue to receive CIL receipts and Section 106 Planning contributions, but these will reduce as the land supply within the Parish boundary is used up. It is proposed that the Council will have new community assets transferred to it by developers and where possible commuted sums towards their future maintenance.

Localism and austerity have been placing more emphasis on local communities helping themselves and raising more physical and financial resources locally. The Localism Act 2011, gave a wider role and increased powers to local councils, a number of these will require additional local funding to activate. Government grant reductions for the principal authority will undoubtedly result in local service reductions which the Town Council may feel obliged to take up in part.

The effects of the current Government elected in December 2019 but whose direction is being altered by a new Prime Minister in October 2022, and the United Kingdom's exit from the European Union in January 2020 still cannot yet be fully assessed because the period has been mainly dominated by the Covid-19 pandemic and more recently the war in Ukraine. What is clear however is the impact of high inflation and rising prices on not only the Council's finances but on that of the Town's residents and businesses. The Government will need to recoup through both public expenditure cuts and taxation the cost of its support interventions through Covid and the Energy crisis, and to reach a policy balance between not fuelling inflation and giving the fiscal markets confidence.

The public procurement rules have recently been reviewed following Brexit and the Council will revise its Standing Orders and Financial Regulations accordingly. There are likely to be further changes as negotiations on trade continue with the EU. The Council [revised](#) its Investment Policy during 2022.

The Town Council's Risk Assessment Process identifies risks associated with:

- Any inaccuracies in the forecast
- Difficulty in predicting costs for new projects
- Difficulty in predicting amounts of additional income
- Low and uncertain investment income

The following guidelines are at the Core of the Plan:

- Maximise external funding opportunities in all areas
- Maximise the benefits of partnership working
- Review income opportunities

- Join with others, when possible, for procurement
- Maximise efficiencies to keep costs down.
- Take advantage of the opportunities to increase the commercial opportunities from services and venues.

A central tenet of this plan is the intended introduction of annual contributions to a Rolling Capital programme. This will allow a flexible fund to be used on both internal capital items such as IT equipment or outside provisions such as allotment or Town Centre improvements. An indication of how it may build up, (with limited call on it in early years) is shown in the [Appendix 2](#) below.

A council's budget consists of two distinct elements, namely:

- a. A Revenue element, incorporating the necessary funds to run the ongoing services to which the council is committed, and
- b. A Capital element which must be sufficient to provide the level of resources necessary to maintain, and where necessary enhance, the council's Capital Asset stock.

The first element is, by definition, relatively constant, being affected only by inflation and agreed changes in the level of service provision. It is likely however that this element will see significant increases in the future if principal authorities devolve services to Local Councils and the Town Council's Vision and Objectives are fully implemented

Capital budgeting, by contrast, can be subject to large movements in requirements as projects are identified and approved. Additionally, if projects are individually identified and budgeted for in a particular year, this can lead to protracted discussions as to which projects to include and which to leave out. The inherent fluctuations in Precept are regrettable, and to be avoided if possible.

Smoothing the effect of Capital

An increasingly common process for eliminating these Precept movements is for local councils to take a much longer view of their capital requirements, say over a five-year rolling cycle.

This is achieved by budgeting on a Rolling Capital Fund basis. The medium-term requirement is equalised over the same medium term and included annually in the Precept calculation. No individual projects are included in the initial annual estimates, only the Rolling Fund requirement. On a continuous basis, Council then considers, approves and/or rejects individual projects as they are identified, justified and costed. The approval and timing of such projects can then be made based on priorities at the time of consideration, and the availability of funds from the (known) source of capital funds flowing from the precept.

It follows from this concept that projects are only included in the council's budget **once approved** and, since the source of funds is identified and agreed at the time of project approval, the use of such (previously earmarked) funds, together with any external funding that may be available, is also reflected as a credit budget and thus any effect on the council's General Reserve (i.e. the Annual Surplus/Deficit) is largely eliminated.

Because the Fund is built up from revenue, it can be used to fund non-recurring revenue costs associated with a capital project or to smooth out a one-off peak in general revenue expenditure and is therefore extremely flexible.

The Council has an [ambitious](#) budget for a Town Council with a population of over 30,000, indicating a relative broad set of functions and assets. The precept for 2023-24 was set at £1,331,855 with gross expenditure estimated at £1,592,905. The Council has reasonably robust finances, [not insubstantial](#) general and ear-marked reserves, and considerable assets. It is planning additional services including the Edmonds Park Community & Sports Pavilion for which a £2.4m loan has been [granted](#) and a Splash Park which will be mainly financed by CIL receipts and

Council reserves. Unfortunately, the 2023-24 Budget is in deficit because inadequate provision was made for the all-out elections (expected to cost in excess of £30,000). This situation has been exacerbated by a by-election needing to be called immediately after the May elections. It can be seen in Appendix 1 that the Building Project Fees EMR has been transferred in to the Election Fund to cover these costs. In Appendix 2, provision for future elections has been included at £10k per year from 2025-26. The general Reserve is substantially below the recommended level. The underspend at the end of 2022-23 did go in to the General Reserve and helped the shortfall a little. Provision has been made in Appendix 2 over the next 4 years to bring the General Reserve to a satisfactory level, however it will not reach the desired level until 2028/29. Self-evidently, future surpluses/deficits actually achieved will impact this timescale.

Due to the six months taken to achieve the PWLB loan, inadequate provision was made in the 2023-24 Budget for the initial payment of the £2.4m loan for Edmunds Park, estimated at £86,000. Some of this payment will be covered by additional income of £47,000 from the two venues and investment income from the loan drawdown until it is needed to be spent. The Council has also opted to tax the new building so the VAT on building costs will be recoverable.

Understandably, the Council wished to limit the precept rise following the pandemic and rising inflation. The precept for 2023-24 was increased by 4.5%, which equates to 4.59% on the bill for a Band D property. The position was helped by a 1.5% increase in the Council Tax base. Following the setting of the 2023-24 budget, all Earmarked reserves (EMRs) have been reviewed and if they are not likely to be used within two years, that the sum is transferred into the new Rolling Capital Fund where appropriate. This fund could be topped up with a minimum sum each year to provide a flexible provision for future projects, which can be used for either capital or revenue expenditure (see Appendix 2). Where EMRs were not appropriate for transfer into the Rolling Capital Fund, they were transferred to the General Reserve. (see Appendix 1)

The Council has built up Earmarked Reserves which are estimated to total £596,000 at the end of March 2023, plus the recommended Rolling Capital Fund of £154,910. The recommended practice for a Council's General Reserve is a minimum of 25% of net revenue expense (excluding capital or borrowing repayments). For Didcot TC, the appropriate amounts are identified in Appendix 2 along with the annual provision to achieve them. A General Reserve cannot include Community Infrastructure Levy (CIL) receipts which can only be spent on community and infrastructure projects. Before the transfers set out in Appendix 1, the General Reserve would have been only £77,938 at the year's end. After the transfers it will rise to £112,855.

The following assumptions within inflation limits wherever possible, have been made in preparing this Forecast:

- Inflation is a dominant influence, currently standing at 8.5% (Consumer Price Index, down from 9.7% in May) from the combined effect of Brexit, Covid and the war in Ukraine. It is predicted to drop back during the year to around 5% at the end of 2023 but will still average around 7.7% for the financial year to March 2024. General Inflation levels have been assumed at 5% for 2024-25, 3% for 2025-26 and 2.5% for 2026-27. Within this however, energy costs increases have been huge and although dropping a little, will remain high for some time yet as energy suppliers buy in advance. Civic Halls in particular are benefitting from fixed price energy contracts to 2024, and the cost savings from solar panels. There may still be a significant rise which will need to be accommodated when contracts are renewed.
- Fixed costs over which the Council have little control such as office costs are increased in line with inflation (or actual predicted cost).
- Demand for grants from community organisations is likely to increase, as other funding reduces and needs increase. Partnership working is an important part of the Council's strategy.
- The Precept Support grant has been discontinued by SODC, which resulted in an increase in precept for current and future years.

- DLUHC did not cap precept rises for 2023/24, although they will keep local council expenditure under review and it cannot be ruled out for the future.
- There is little prospect of support grant directly from Government or a share in increased business rates coming to the Town Council although NALC continue to lobby for this to happen.
- Local funding opportunities will continue at a similar level, but the Council will continue to strive for grants and sponsorship.
- The Council's staffing structure will need to be reviewed during 2023-24 to ensure that gradually staff levels and management structures are tailored to the future delivery of the Council's priorities and that scales recognise the level of responsibility and local market pressures. There is a contingency available for the coming year to fund the first priorities however provision will need to be made for future years.
- Staffing cost increases will be constrained but in line with national pay awards where the Council has the ability to pay. The National Pay Award 2022, effective from 1st April 2022, added £1925 to all scale points (FTE) which added to Didcot's staffing budget. [There will be pressure for a substantial increase for 2023, however NTC will need to take any pay rise from reserves. Unison has submitted a claim for 2023 of 2% above inflation, which based on the Treasury's annual forecast for RPI for 2023, this would amount to 12.7%. An offer of at least £1,925 has been made, equating to between 3.88% and 9.42% depending on pay grade but appears to have been rejected. The public sector generally seem to be now being offered at least 6%, so the offer may be increased.](#)
- Didcot does not have a Neighbourhood Plan and therefore receives only a 15% share under SODC's CIL policy, rather than the 25% which would have been possible.
- The Council will continue to receive S106 money from planning development, which will be built in annually, [but will be reduced as Didcot becomes built up](#). If it takes on additional facilities such as play areas, it will seek commuted sums for future maintenance.
- Increases in expenditure will inevitably necessitate appropriate increases in the General Reserve.
- There will be additional income from the Council's venues, as their use is developed and promoted, but this has been predicted cautiously.
- The Council currently has some external borrowing of £352,000 and has made application to borrow a further £2.4m to fund a new Edmunds Park Community & Sports Pavilion. Although this has been reduced from £2.7m through a value engineering exercise, the rapid rise in interest rates will mean that Council may need to review the time period over which the loan is repaid.
- An increased provision will need to be made for the long-term maintenance of facilities.
- The Council will factor in the potential income from providing services to other organisations such as Trusts.
- Difference between Nett effect on previous year baseline & Precept is made up of contributions to or from reserves.

APPENDIX 1: Earmarked Reserves at March 2023

Fund	£	Transfer to	Sub Total £
Building Repair Fund	118,717	Leave as EMR & make annual provision	
CIL	276,875	Leave as EMR	
Election Fund	1,336	Leave as EMR & make annual provision	
Building Projects Fees	34,260	Add to election Fund EMR	
Splash Park	200,000	Leave as EMR	631,188
Cemetery Fund	2,245	Rolling Capital Fund	
Skate Park Refurbishment	13,616	Rolling Capital Fund	
Ladygrove Lakes	5,246	Rolling Capital Fund	
Ladygrove Park	5,537	Rolling Capital Fund	
Ladygrove Lakes Staging Fund	20,000	Rolling Capital Fund	
Sports Pitches	11,001	Rolling Capital Fund	
Bus Shelters/Street Furniture	5,094	Rolling Capital Fund	
CCTV	13,405	Rolling Capital Fund	
Pavillions	34,700	Rolling Capital Fund	
Groundskeeping Equipment	9,886	Rolling Capital Fund	120,730
Planting	3,464	General Reserve	
Arboriculture	8,989	General Reserve	
Community Projects	8,726	General Reserve	
GDPR	500	General Reserve	
Play Areas	688	General Reserve	
VAT Contingency	550	General Reserve	
Rolling Budgets	0	General Reserve	34,917
General Reserve			77,938

APPENDIX 2: Impact of MTFP

Cost	2023/24 Budget	2024/25	2025/26	2026/27	2027/28	2028/29
	£	£	£	£	£	£
<u>Current Budget Summary</u>						
Staff Costs	627,726	627,726	688,726	709,388	730,670	752,590
Other Costs	720,575	720,575	756,752	801,164	826,299	847,322
Operating Income (Constant Prices)	-259,550	-259,550	-306,550	-306,550	-306,550	-306,550
Interest Receivable	-5,000	-5,000	-5,000	-5,000	-5,000	-5,000
Loan Costs	244,604	244,604	417,420	417,420	417,420	417,420
Rolling Capital Provision			15,000	20,000	30,000	35,000
Long Term Mtce Funding				100,000	100,000	100,000
Contribution to General Reserve (b/f)		3,500	16,044	32,313	43,917	54,653
	£1,328,355	£1,331,855	£1,582,392	£1,768,735	£1,836,756	£1,895,435
<u>Revenue items (Budget increases only)</u>						
Staff cost inflation: salaries, NIC, Pension (say 3.0% but 24/25 6%)		37,664	20,662	21,282	21,920	22,578
<u>Staff Costs</u>						
Edmonds Park Pavilion		8,668				
Willowbrook C C		8,668				
Splash Park		6,000				
General inflation, excluding salaries (say 2.0%)		14,412	14,412	15,135	16,023	16,526
<u>Other Costs (Net of Income) & excl Long Term Mtce Fund</u>						
Edmonds Park Pavilion		6,335	10,000			
Willowbrook C C		2,900	10,000			
Splash Park		12,530				
Strategic Revenue Initiatives				10,000	5,000	5,000
Provision for Future Election Costs			10,000			
Additional Operating Income		-47,000				
Contribution to gross Revenue Budget	0	50,177	65,074	46,417	42,943	44,104

£47K excess anticipated

£25K excess anticipated

NOTE - Represents Budget
£72K excess income 23/
below)

<u>Capital\Non-recurring items</u>						
Outstanding Mtce Requirement ~(24/5/6 only thereafter from Mtce Fund)		126,000	10,200			
Funding from Reserves	0	-126,000	-128,600	0	0	0
Rolling Capital Fund Allocation - new\addition\		15,000	5,000	10,000	5,000	
Long Term Mtce Funding			100,000			
Correct General Reserve Deficit (4 years)						
Edmonds Park-New Loan requirements (calc'd as at 24/7/23)		172,816				
Non-recurring additions to gross Budget	0	187,816	-13,400	10,000	5,000	0
Plus Contribution to General Reserve requirement (Growth)	3,500	12,544	16,269	11,604	10,736	11,026
Total Projected Budget Increase	3,500	250,537	67,943	68,021	58,679	55,130
Total Taxation Funding Required (Precept)	£1,331,855	£1,582,392	£1,650,335	£1,718,356	£1,777,035	£1,832,165
Increased Tax base		19,978	23,736	8,252	8,592	8,885
Underlying Precept increase		230,559	44,207	59,769	50,087	46,245
% change in Precept from last year		17.31%	2.79%	3.62%	2.91%	2.60%
Memo - 2% increase	2%	26,637	31,648	33,007	34,367	35,541
Actual General Reserve	77,938	77,938	77,938	77,938	77,938	77,938
Projected General Reserve	81,438	83,074	115,387	159,304	213,957	279,636
Projected Minimum General Reserve requirement	201,540	214,084	230,353	241,957	252,693	263,719
Rolling Capital Fund (Projection)						
Balance B/Fwd RCP	154,900	154,900	43,900	300	30,300	65,300
Transfer from L T Mtce Fund			65,000			
Total Capital Funds	154,900					
Replenishment RCP	0	15,000	20,000	30,000	35,000	35,000
CIL Income						
Net Project Spending	0	-126,000	-128,600	0	0	0
Balance C/Fwd	154,900	43,900	300	30,300	65,300	100,300

£86,408 2023/4 Cost No

£72,000 2023/4 Income I

(See below)

Long Term Mtce Fund Reserve

Balance B/Fwd			0	35,000	59,500	120,700
Additions		0	100,000	100,000	100,000	100,000
Projected useage (per NW & excl F/M - not included above)			-65,000	-75,500	-38,800	-17,600
Balance C/Fwd	0		35,000	59,500	120,700	203,100

(See RCP above)

DRAFT

Cost	MTFS	Bus Plan	2023/24 Budget	2024/25	2025/26	2026/27	2027/28	2028/29
	Ref	Ref	£	£	£	£	£	£
Current Budget Summary								
Staff Costs			627,726	646,558	707,558	728,785	750,649	773,168
Other Costs			724,075	760,322	895,528	913,439	931,708	931,708
Operating Income			-259,550	-47,000				
Intetest Receivable			-5,000					
Loan Costs			244,604	244,604	331,012	417,420	417,420	417,420
Rolling Capital Provision				25,000				
Contribution to General Reserve			3,500					
			£1,335,355	£1,629,484	£1,934,098	£2,059,644	£2,099,777	£2,122,296
Revenue items (Budget increases only)								
Staff cost inflation: salaries, NIC, Pension (say 3.0% but 24/25 6%)				37,664	21,227	21,864	22,519	23,195
Staff Costs								
Edmonds Park Pavilion				8,668				
Willowbrook C C				8,668				
Splash Park				6,000				
Long Term Mtce Funding				0				
General inflation, excluding salaries (say 2.0%)				14,482	15,206	17,911	18,269	18,634
Other Costs (Net of Income & excl Long Term Mtce Fund)								
Edmonds Park Pavilion				6,335	10,000			
Willowbrook C C				2,900	10,000			
Splash Park				12,530				
Long Term Mtce Funding					100,000			
Contribution from Devolved Services EMR								
Contribution to gross Revenue Budget			0	97,247	156,433	39,775	40,788	41,829
Capital/Non-recurring items (Funding continues unless deducted)								
Rolling Capital Fund Allocation								
Outstanding Mtce Requirement				144,000	10,200			
			0	-144,000	-10,200	0	0	0
Correct General Reserve Deficit (4 years)				36,979	36,979	35,394	14,250	
Edmonds Park-New Loan requirements (as at 24/7/23)				86,408	86,408			
Non-recurring additions to gross Budget			0	123,387	123,387	35,394	14,250	0
Plus Contribution to General Reserve requirement			0	24,312	39,108	9,944	10,197	10,457
Total Projected Budget Increase			0	244,946	131,433	39,775	40,788	41,829
Total Taxation Funding Required (Precept)			£1,335,355	£1,580,301	£1,711,734	£1,751,509	£1,792,297	£1,834,126
Increased Tax base								
Underlying Precept increase				244,946	131,433	39,775	40,788	41,829
% change in Precept from last year				18.34%	8.32%	2.32%	2.33%	2.33%
Memo - 2% increase			2%	26,707	31,606	34,235	35,030	35,846
Actual General Reserve			77,938	77,938	77,938	77,938	77,938	77,938
Projected General Reserve				139,229	215,316	260,654	285,101	295,558
Projected Minimum General Reserve requirement			201,540	225,852	264,960	274,904	285,101	295,558
Rolling Capital Fund (Projection)								
Balance B/Fwd RCP			154,900	154,900	35,900	50,700	75,700	100,700
Balance B/Fwd CILS106								
Total Capital Funds			154,900					
Replenishment RCP			0	25,000	25,000	25,000	25,000	25,000
CIL Income								
Net Project Spending			0	-144,000	-10,200	0	0	0
Balance C/Fwd			154,900	35,900	50,700	75,700	100,700	125,700
Long Term Mtce Fund Reserve								
Balance B/Fwd					0	100,000	200,000	300,000
Additions					100,000	100,000	100,000	100,000
Used to Fund Expenditure					0			
Balance C/Fwd			0		100,000	200,000	300,000	400,000

Janet Wheeler

From: Admin <admin@dckaccountingsolutions.co.uk>
Sent: 31 July 2023 14:46
To: Janet Wheeler
Subject: Budget Setting for Financial Year 2024 - 25
Attachments: image002.emz; image006.emz; image008.emz; image009.emz; image012.emz; image014.emz; image016.emz; image018.emz; image020.emz; image022.emz; image024.emz; image026.emz; image028.emz; image029.emz

Follow Up Flag: Follow up
Flag Status: Flagged



Mrs Janet Wheeler, Town Clerk
Didcot Town Council
Council Offices
Civic Hall
Britwell Road
DIDCOT
OX11 7HN

31st July 2023

Dear Janet,

Budget Setting for Financial Year 2024 - 25

I know it seems we have only just completed the 2023 accounts; however we are now approaching 4 months into the financial year and are nearing that time when we need to consider scheduling appointments for the 2024 - 25 budget setting.

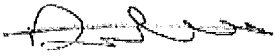
I am therefore writing to ask whether you require our assistance with your budget setting, and should you do so, the window of dates that you would wish this to be undertaken within, that will fit in with your council meeting schedules. I would suggest no earlier than 12th October 2023 to allow for 6 months of financial transactions to be processed within your accounting package for 2023-24. The dates you provide will enable us, where at all possible, to schedule appointments on a more geographical basis. This may well reduce the travel/accommodation costs to your council where we are able to schedule consecutive days in the same area.

If you require this service could I ask that you complete and return the enclosed form, ideally by 5 pm 31st August 2023. I would then hope to arrange to have letters/emails sent out confirming dates the week commencing 18th September 2023.

The fee for this service is as per the booking form, any additional hours required will be invoiced at the appropriate rate. VAT is applicable on all fees.

I look forward to hearing from you. In the meantime if you have any queries please do not hesitate to contact us.

Yours sincerely



Derek R Kemp
DCK Accounting Solutions Ltd

Enclosure

DCK ACCOUNTING SOLUTIONS LTD

Your professional Partner

Budget Setting 2024 - 25

Please return form as soon as possible, preferably by 5.00 pm 31st August 2023

If necessary please provide updated contact details

Mrs Janet Wheeler, Didcot Town Council
Council Offices
Civic Hall
Britwell Road
DIDCOT
OX11 7HN

Phone: 01235 812637
Email: JWheeler@didcot.gov.uk

Councils Budget Setting Timetable

Budget setting dates. Please request ideally no earlier than 12 October 2023 and ensure latest date isn't after when the papers are required by.

Earliest visit date possible latest visit date possible

Days and dates to avoid, please include days and dates that office is closed.

Budget papers required by	<input type="text"/> 2023/24 **
Budget papers will go to councillors on	<input type="text"/> 2023/24 ** (delete as appropriate)
Date Council will approve budget	<input type="text"/> 2023/24 **

We would like Derek to present budgets to Council Yes / No Date Derek require

<u>Budget Setting fees</u>	<u>Per day</u>	<u>Additional Hours</u>	
	<u>(7.5 hrs)</u>	<u>On Site</u>	<u>Our Office</u>
<u>Senior Consultant</u>	<u>£570.00</u>	<u>£80.00</u>	<u>£80.00</u>

There is no charge for travelling time however mileage is charged at 45p per mile from our office (All above prices subject to VAT at Standard Rate)

To DCK Accounting Solutions Ltd

Yes we require your assistance in setting and preparing our Budget for 2024-25

Signed on behalf of the Council:

Authority Title of Signatory:

Date: purchase order No(If required):

Please return form to
DCK Accounting Solutions Ltd Unit 1, Uffcott Farm, Uffcott, Swindon, Wiltshire SN4 9NB
Email: admin@dckaccountingsolutions.co.uk

We aim to email confirmation of visit dates week commencing 18th September 2023

DCK Accounting Solutions Use

Date scheduled for: _____
Consultant assigned: _____
Date confirmed by council: _____
Required at council meeting: _____

The Public Sector Deposit Fund

Fund fact sheet – 30 June 2023

Investment objective

To maximise the current income consistent with the preservation of principal and liquidity.

Investment policy

The fund will be invested in a diversified portfolio of high-quality sterling denominated deposits and instruments. All investments at the time of purchase will have the highest short-term credit rating or an equivalent strong long-term rating. The fund is actively managed, which means the authorised corporate director uses their discretion to pick investments, in pursuit of the investment objective.

The weighted average maturity of the investments will not exceed 60 days. The fund will not invest in derivatives or other collective investment schemes.

Target investors

The fund is designed for investors who are looking for capital security and a competitive yield for their short-term investments.

Who can invest?

Any public sector organisation can invest in the fund, but it may be marketed to any retail or professional client.

Responsible investment policy

We monitor our counterparties' environmental, social and governance risk management on a regular basis. Our research utilises external data resources and our in-house Sustainability team.

Key risks

Investors should consider the following risk factors before investing: issuer/credit risk (issuer/financial institution may not pay), market risk (investment value affected by market conditions), operational risk (general business operational risks), maturity profile (timings of investment maturity), liquidity risk (investment in non-readily realisable assets), concentration risk (need for diversification and suitability of investment) and interest rate risk (changes to interest rate affecting income). Please see the fund prospectus for more details.

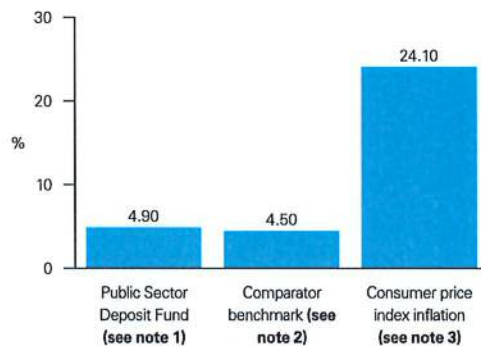
Top 10 counterparty exposures (%)

9.5%	Landesbank Baden-Wuerttemberg
9.5%	Royal Bank of Canada
9.5%	Yorkshire Building Society
7.4%	Nationwide Building Society
6.8%	DBS Bank Limited
3.7%	BNP Paribas
3.7%	Credit Agricole Corporate and Investment Bank
3.7%	Toronto Dominion Bank (The)
3.4%	Sumitomo Mitsui Trust Bank
3.0%	Lloyds Bank Corporate Markets plc

Share class 4 yield as at 30 June 2023

4.79%

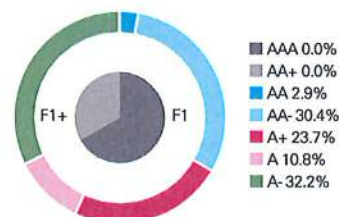
5 years performance



Asset type (%)



Credit rating (%) see note 4



Top 10 country exposures (%)

27.2%	UK
14.5%	Canada
11.8%	Japan
10.8%	Germany
10.8%	Singapore
10.7%	France
5.3%	Sweden
3.1%	Netherlands
2.3%	Australia
1.4%	Denmark

Note 1: Source: CCLA - Performance shown after management fees and other expenses, with the income reinvested. The daily yield on the fund will fluctuate, and past performance is not a reliable indicator of future results. Note 2: From 1 January 2021, the comparator benchmark is the Sterling Overnight Index Average. Before 1 January 2021, the comparator benchmark was the 7-Day Sterling London Interbank Bid Rate. Note 3: consumer price index inflation is lagged one month. Note 4: Using Fitch Ratings methodology.

Income

Average yield over the month	4.57%
Yield at the month-end shown	4.79%

Total return performance by year

12 months to 30 June	2019	2020	2021	2022	2023
The Public Sector Deposit Fund	+0.7%	+0.6%	+0.1%	+0.3%	+3.1%
Comparator benchmark	+0.6%	+0.4%	-0.0%	+0.3%	+3.1%
Relative (difference)	+0.1%	+0.2%	+0.1%	+0.0%	+0.0%

Annualised total return performance

Performance to 30 June	1 year	3 years	5 years
The Public Sector Deposit Fund	+3.1%	+1.1%	+1.0%
Comparator benchmark	+3.1%	+1.1%	+0.9%
Relative (difference)	+0.0%	+0.0%	+0.1%

Performance shown after management fees and other expenses, with the income reinvested. From 1 January 2021, the comparator benchmark is the Sterling Overnight Index Average. Before 1 January 2021, the comparator benchmark was 7-Day Sterling London Interbank Bid Rate. **Past performance is not a reliable indicator of future results.** Source: CCLA

Market update

Labour markets showed some signs of softening at the margins but remained tight by historical standards. In the UK the unemployment rate nudged upwards by 0.1 percentage point to 3.8%, but wages continued to rise strongly. The annual rate of consumer price inflation (CPI) remained at 8.7% in May, disappointing official forecasters who had been anticipating a lower figure. Policy makers and markets were especially concerned by a further rise in core inflation, which strips out volatile energy and food price movement from the headline rate, and which came in at 7.1% – the highest level since 1992.

The Bank of England responded to evidence of the UK's stubborn inflation with a hike of 0.5% in its policy rate, from 4.5% to 5%. Amid signals from central bank officials that further rises were likely to follow, markets moved to price in a peak of over 6% within the next twelve months.

Key facts

Authorised corporate director	CCLA Investment Management Limited
Fund size	£1,480m
Fitch money-market fund rating	AAAmf
Weighted average maturity	47.41 days
Launch date	May 2011
Minimum initial investment	£25,000.00
Minimum subsequent investment	£5,000.00
Dealing day	Each business day (see note 5)
Withdrawals	On demand
Fund domicile	United Kingdom
ISIN (share class 4)	GB00B3LDFH01
Interest payment dates	End of each month
Ongoing charges figure	0.08% (see note 6)

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Note 5: Dealing instructions (including cleared funds for purchases) must be received by 11:30 am.

Note 6: The ongoing charges figure is based on the annual management charge but excludes portfolio transaction costs.

Please refer to <https://www.ccla.co.uk/glossary> for explanations of some of the terminology used in this document.

Risk warning and disclosures

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14-2

Didcot Town Council

Finance & General Purposes Committee Hanging Baskets Removal Report

Report Author: Arek Guzinski



Introduction:

Didcot Town Council owns and maintains 14 hanging basket columns throughout the town. During a recent inspection of the columns, two of them were condemned as they had been damaged and could no longer support the weight of the baskets.

The two columns are located at Wantage Road and Cockcroft Road. The columns appear to have been struck by a vehicle and the posts are dislodged. The posts are set into the pathways in concrete; however, we are unsure of the exact depth.

While the Town Council owns the columns, the pathways belong to Oxfordshire County Council, who will have to be consulted and asked for permission. Depending on the works done, extra costs may be incurred through the need of a Temporary Traffic Regulation Order or other licenses/permissions.

Findings:

After a set of emails and requests, two companies had provided a quotation. The number is limited as the companies must have a relevant licence to be able to operate on roads and public pathways, and preferably be an approved contractor for the OCC.

Both companies who provided a quote are approved OCC contractors and have a history of working for the County Council.

Company 1 had provided a quote for removal of both columns by **cutting** them below the ground level. The quote included the removal and disposal of the columns, refilling the holes, and cleaning up the area around the work site.

Company 1 also provided a copy of their £10 million public liability insurance and a copy of the Street Works Qualifications Register card.

No other information was provided at the time of this report.

The total quote for **Company 1** was £825.00 plus VAT. This EXCLUDES any costs potentially incurred by licensing requirements by the OCC. The company also requested that the OCC would have to be contacted by the Didcot Town Council to arrange for the licenses.

Item 15 – removal of damaged hanging basket columns

Company 2 had provided a quote for removal of both columns by **lifting** the entire length of the columns fully out of the ground, with traffic management to be agreed. The quote included the removal and disposal of both columns, and potential welfare facilities. The company will be using specialist equipment, and may require a license.

Company 2 has a £10 million+ public liability insurance, however no other documents were received at the time of this report.

The total quote for **Company 2** was £1,622.84 plus VAT. The quote also excluded any licensing costs needed by the OCC; however, the company provided an indication of the costs of the licenses. The company also actively engaged with the OCC to make sure they have the relevant permissions.

Conclusion:

Both companies will require a purchase of additional licences. Depending on the works needed, a license can cost £179 or £275 per site (two sites need a license). The £179 covers only for a Traffic Management license, while the £275 also includes the excavation license.

This extra cost will be considered and added onto the “total potential cost” as listed below:

Company	Type of removal	Public Liability Insurance	Other documents	TTRO needed?	Other Costs	Quote (excl. VAT)	Total potential cost (excl. VAT)
Company 1	Cut	£10 million	SWQR Card	Unsure	Approx. £360 - £550	£825.00	£1,375
Company 2	Lift out	£10 million +	N/A	No	Approx. £360 - £550	£1,622.84	£2,172.84

Company 1 did not state if a TTRO is needed, however based on the emails and details received from the other company and from the OCC officer, it is unlikely that it will need to be purchased.

Company 2 were also asked if they could provide a quote for cutting out the posts, however they had declined as it was not viable for them.

Should a TTRO be needed for either of the companies, they incur a cost between £1001 and £1639.

It is the Officer’s recommendation to accept **COMPANY 1**’s quote of £825.00 (plus VAT and extra license charges as shown in the table) and proceed to schedule for the works to commence on a mutually agreed date (to be liaised and agreed with the adjacent shops/residents, the OCC, and the contractor)

Item 15 – removal of damaged hanging basket columns

The Officer's recommendation is based on the lower quotation price and the type of removal. The Officer does not believe that a full excavation is necessary at this stage as the columns do not need to be replaced, as there are other existing columns in proximity. This could also potentially mean that the cost of a license is lowered as no excavation will be required.

POLICY AND PROGRAMMES

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Tim Oruye



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Community Enablement Team,
Abbey House, Abbey Close, Abingdon,
OXON, OX14 3JE

25 July 2023

Dear Lucy

Congratulations! I am delighted to share that your recent application to the Everyone Active grant scheme has been successful and we would like to award your organisation a maximum grant of **£1,000** to your Sow and Grow - Community Planting Project.

This award is based on the figures you gave in your application and equates to 30.73 per cent of the total project costs. However, if the project costs more, the maximum we will pay is **£1,000**.

You can only use our grant towards the project described in your application. If you need to make any significant changes to the project, you must contact us beforehand to confirm that our grant will be unaffected.

We will pay you the maximum grant upon receipt of your completed acceptance form but will monitor the expenditure at the end of the project and may require repayment of all/part of the grant if it costs less than expected or did not take place.

Our grant is subject to the following conditions, and by accepting the grant you will also be agreeing to all of these conditions:

- to consult with the Community Enablement Team before making significant changes to the project/work covered by the grant and officers will confirm with the service manager that they agree to these changes before responding to the applicant.
- only use the funding for the project listed in the application and within 12 months from the decision to award a grant or they will return the funding, unless you have requested permission to change the project and/or an extension in writing.
- that any equipment purchased with the grant is retained by the organisation and in community use for 12 months from the purchase.
- to only use the funding for costs incurred after the date of this letter.

- if requested, the organisation will return a commensurate amount of the grant if the project costs less than expected or they receive additional funding towards the project.
- to acknowledge the council's support in any press, publicity or promotion of the project. Please contact us at communications@southandvale.gov.uk for quotes, logos, press release feedback.
- to submit photos of the project and a short monitoring form upon completion.
- to acknowledge the council accepts no responsibility or liability for this project or the facilities it provides now or in the future.

To accept our grant offer as detailed above please return a copy of the attached form, signed on behalf of your organisation to us by **8 August 2023**.

In the meantime, many congratulations again. We wish your project every success.

Yours sincerely

Alison

Alison Hamilton
Community Enablement Officer
Community Enablement Team
South Oxfordshire District Council

Everyone Active grant 2023-2024 offer acceptance

REF: SActive23\65 - Sow and Grow - Community Planting Project

I confirm my organisation would like to accept the grant offer of £1,000 towards Sow and Grow - Community Planting Project and will meet all the conditions listed in your offer letter dated 25 July 2023.

I understand that the maximum grant will be paid upon receipt of this completed acceptance form, and that the council will monitor the expenditure at the end of the project and may require repayment of all/part of the grant if it costs less than expected or did not take place.

On behalf of my organisation I will inform the council of any changes to our project or funding that could affect the grant, especially if they may mean we need less funding from the council and will return any unused grant after the project is complete.

On behalf of my organisation I understand that if Sow and Grow - Community Planting Project does not take place within 12 months of the award date, the council may require full repayment of the grant.

Payment Details:

We confirm the payment details for Didcot Town Council are:

Name of bank:

Name on account:
(This must relate to the organisation awarded the grant)

Account Sort Code: Account Number:

First authorised signatory:

Second authorised signatory:

Date.....

Date.....

Signed.....

Signed.....

Name.....

Name.....

Organisation.....

Organisation.....

Position

Position

Organisation address:
.....
.....
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Organisation address:
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Please note we require two authorised signatories (handwritten or digital) Please return via email to grants@southandvale.gov.uk

FINANCE AND GENERAL PURPOSES COMMITTEE – PROGRESS REPORT

Agenda item 17

Meeting/minute	Item/topic	Up-date/status	Review date/meeting
Minute 31 – 22-06-20 Minute 140 – 25-1-21 Minute 33 – 21-06	CCTV cameras and the case for an extra camera	Agreed for two extra cameras but DTC may have to pay for one.	Meeting arranged for 26th September.
Minute 12 – 24-5-21	Edmonds Park Pavilion new build	Stage one work begun and contract signed.	Agenda item for up-dates on the project.
Various meetings	Status of Restore project and OSM’s plans for the allotment site	Review of use of site	Discuss ideas with Mike Blake on best use. New CEO at Restore.
Minute 81 – risk assessments	Specific risk assessments	Professional input requested on these sheets	Specific /targeted risk register work started.
Minute 139 – reposition of CCTV camera	Costs, feasibility and potential funding to be explored	To be progressed	Will bring up at meeting on 26th September.
Public participation Football clubs	Special agreement requested to help the clubs afford the hire fees.	Background work to be completed to see what is possible within the auditing guidelines.	Information gathering to bring the item to the September F&GP meeting.
Wayleave agreements	Specialist surveyor recommended by SODC	Town Clerk to contact the company to represent us.	Hope to report back for the August meeting