

## Notice of a meeting of the

### **Finance & General Purposes Committee**

18<sup>th</sup> December 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.

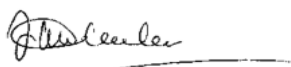
#### **Public participation**

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](mailto: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 20<sup>th</sup> November 2023 –*attached*.
4. Questions on the Minutes as to the progress of any item.
5. To consider one grant application – Citizen's Advice – and to confirm the treatment of the delayed grant for Abingdon Bridge charity – *see attached*.
6. To receive the final figures for October 2023 accounts – *see attached papers*
7. To receive the budget figures for 2024 – 2025 financial year – *see attached report*.
8. To consider the Precept request for 2024 – 2025 to recommend to full Council – *see attached papers*.
9. To receive the Edmonds Park Community & Sports Pavilion – cost report 7 – and an up-date on the project - *see attached papers*.
10. To note the investment fact sheet at the end of November 2023 from CCLA – *see attached*.
11. To consider the revised request from Didcot Town Youth FC – *see attached email and report*.
12. To review the progress report – *see attached*.



Janet Wheeler  
Town Clerk  
12<sup>th</sup> December 2023

13. To review the confidential S106 draft agreement and papers for Ladygrove East – *confidential papers to be emailed only*.

## **Voting members:**

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 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

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# Finance and General Purposes Committee

20<sup>th</sup> November 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 N Hards  
Councillor G Ryall  
Councillor D Aragao  
Councillor J Loder  
Councillor J Broadbent

### Officers:

Mrs J Wheeler – Town Clerk  
Mrs L Blake – Deputy Town Clerk

Representatives from Didcot Food Bank, Abingdon Bridge and Restore charity attended the meeting.

The Chair proposed allowing Andrew Snell from Didcot Foodbank to address the Committee prior to the commencement of the meeting. All members agreed.

Andrew thanked the Committee for their interest in the charity and for the invitation to attend this meeting. He spoke about the recent growth in the size of the town and the period of high inflation putting pressure on low-income families. This has increased the number of people needing to use the Foodbank. In 2018, Didcot Foodbank helped 1,873 adults and children. This number increased to 6,779 in 2022. Up to October 2023, 7,422 adults and children have been helped so far, which Andrew explained is unsustainable.

Didcot Foodbank aims to give each family (depending on size) a minimum of 20 different food categories, including dog and cat provisions. They also try to give fresh fruit, vegetables, and bread, when available. 25% of the stock is from donations from the local community, whilst the remaining 75% is purchased stock by Didcot Foodbank.

Between January and August, the charity helped 95 adults and children per session (sessions are held twice weekly). This meant that by July it was estimated that Didcot Foodbank would have needed to be able to help 9,000 people. It was at this point that Didcot Foodbank decided to limit their help to 6-week referrals per client (with a 6 month pause between each referral – hoping to reduce this to 3 months).

This year they have received £32,000 in monetary donations but have spent £52,000 on stock. Andrew confirmed that Didcot Foodbank has approximately £36,000 in reserves but estimated this would run down by Spring 2024 when the charity would need to apply for grants. He also confirmed that it was impossible to predict who, when and how many people would need support from Didcot Foodbank.

The Chair thanked Andrew for the information and the work that the charity carries out. Andrew left the room, and the Chair opened the meeting at 7.40pm.

### **99. Apologies**

There were no apologies, all members were present.

### **100. Declarations of interests**

No declarations were made.

### **101. To approve the Minutes of the Finance & General Purposes Committee meeting held on 23<sup>rd</sup> October 2023**

The Chair paged through the minutes. It was proposed by Cllr J Loder, seconded by Cllr J Broadbent, and RESOLVED to approve the minutes as an accurate record and note them as such. The vote was unanimous.

### **102. Questions on the minutes as to the progress of any item**

There were no questions.

The Chair proposed suspending Standing Orders to allow the representatives from Abingdon Bridge and Restore to address the Committee regarding their Grant Aid applications. All members agreed.

Gary Hibbins spoke in support of Abingdon Bridge's application of £5,000, to continue offering mental health counselling for vulnerable people in Didcot. He gave the Committee an overview of the work Abingdon Bridge does, supporting young people with their mental health, in the area. He explained that there has been 'a huge spike' in referrals recently, showing there is a need to support these young people – in the last 13 months Abingdon Bridge had helped over 100 young people from Didcot alone - Gary explained that it costs approximately £800 for 12 sessions of counselling per young person.

Abingdon Bridge applied to DTC for Grant Aid in 2018, to aid their National Lottery Grant application and to show that the charity had local support. Both applications were successful at that time and the charity is due to re-apply to the National Lottery

in April, where showing support from DTC would be hugely beneficial to their application.

Gary confirmed that the charity spends approximately £30,000 - £40,000 on the young people in Didcot and asked the Committee for a contribution to this cost. After questions from the members, the Committee thanked Gary for his presentation.

Matt Jerwood spoke in support of Restore's application of £8,510, to help people with their mental health and explained what Restore, as a charity do. Restore was set up in 1977 and support local people with their mental health struggles by providing recovery groups, coaching sessions, and college places. They rely on funding to enable them to offer this support.

Restore have a recovery group based in Didcot on the New Road allotment site, where clients can learn about horticulture, attend craft sessions, and work outside. They also offer one-to-one coaching and therapy sessions. Restore typically work with people between the ages of 18 – 65 years, but there is no cap, or minimum age. The Committee thanked Matt for his presentation.

Standing Orders were reinstated.

**103. To consider three grant applications Anna Gattrell (free Christmas lunches), Restore Charity (mental health project) and Abingdon Bridge charity (mental health project)**

The Committee discussed the three grant applications.

Anna Gattrell's application for £500 towards providing 'free Christmas Day lunch and gift hampers for people on their own', was discussed first and members were keen to support this event.

It was proposed by Cllr G Roberts, seconded by Cllr J Broadbent, and RESOLVED to approve the full amount of £500. All members agreed.

The Committee discussed both the second application for £5,000 from Abingdon Bridge and the third application for £8,510 from Restore at the same time. Whilst the Committee wanted to fully support both applications, it was noted that by doing so, the Grant Aid budget would be overspent when allowing for the application from Citizen's Advice for £11,000.

It was proposed by Cllr J Broadbent, seconded by Cllr T Worgan, and RESOLVED to approve £4,200 to Abingdon Bridge and £7,110 to Restore. All members agreed.

It was noted that there would be no budget for new applications until the next financial year.

Cllr T Worgan asked the Town Clerk to do a paper for the next meeting of F&GP Committee to look at different ways of managing the grant applications and whether there is a better way to help the applicants to showcase their work.

#### **104. To receive the draft budget figures for November 2023**

The Chair paged through the report.

Cllr N Hards questioned the cost of the recent bi-election in Park Ward (page 2, cost centre 102/1269 - £13,085). The Town Clerk was asked to request a breakdown from SODC.

Cllr N Hards commented that the total income generated from the Civic Hall was disappointing @ £76,934. Cllr T Worgan explained that due to being 60% through the current financial year the figures were on target. The Officers would check to see if there were any times where the building was quiet. Cllr G Roberts queried 401/1009 Event Package income @ £8,476 – which the Town Clerk would come back with this information. No further questions were asked and the Committee noted the draft budget figures for November 2023.

#### **105. To receive the initial budget figures for 2024 – 2025 financial year**

The Town Clerk provided the following:

- Written report - as requested by the Chair - for the cost centres with the largest changes
- Spread sheet with all the cost centres showing current year to date and draft figures for next year.
- Three documents received that day from our consultant to complement the above. This was the first consideration of the individual cost centres and there were key cost centres that were only using draft figures and therefore subject to change.

The final budget will not be completed until the Council has received the tax base rate for Band D properties from SODC early in December. Questions and comments included:

- **Query on 120/1196 Interest received.** *(NB: This interest is from the investment into the CCLA fund. The PWLB loan this year has inflated the sum received whilst the building works are taking place. The 2024-2025 budget has set the interest received at the 2022-2023 levels of £15,000 in the assumption that the interest rates will gradually decline over the year.)*
- **Query on the ear-marked reserves for Ladygrove Lakes.** *(Ear-marked reserves and rolling reserves will be reviewed later in this financial year. The members can re-define these figures depending on the projects they have in mind.)*
- **Query on the rise of the precept.** The draft figures offers a balanced budget £1,881,829 but this is due to a high increase in the precept from the current £1,331,855 to £1,581,079. Without this increase – the budget is not achievable and adjustments will need to be made. However the final choices can not be made until the base rate figures are received from SODC.
- **Query on the PWLB loan and interest – 109/1948 and 1949 –** the Town Clerk needs to discuss these figures with the consultant but are likely to be correct.

The Town Clerk informed the Committee that the new North Brook Community Centre would not be finished until April 2025 but there may still be a new cost centre for early infrastructure expenditure. The agreed commuted sum of £44,000 (index-linked) from the developers is expected in April 2024 and would be invested.

After much discussion, it was proposed by Cllr N Hards that members take the document away to study. Any questions can be emailed to the Town Clerk.

Cllr J Broadbent left the meeting during this item.

#### **106. To receive the Edmonds Park Community & Sports Pavilion**

The Committee noted the document from Ridge. The estimate of the construction costs is £2,182,694.00 and the overall project cost is £2,315,044.03. There is a contingency balance of £84,955.97 out of the total authorised expenditure of £2.4m. The building was on course for completion on 12<sup>th</sup> January 2024 but the problem with the water supply for the building will cause delays.

#### **107. To receive the first report from the internal auditor**

The Committee noted the report and the comment regarding the member sign off not being up to date. This will be rectified.

#### **108. To review the response from the football clubs re agreement**

The Deputy Town Clerk gave a verbal update on the agreements with the football clubs. Didcot Casuals had asked the Environment and Climate Committee (E&C) to consider charging £3,000 for their usage. The E&C Committee accepted this, and a usage agreement would be drafted. There were some concerns regarding the section of Loyd Park owned by Oxfordshire County Council (OCC). The Deputy Town Clerk would follow this up with OCC.

Didcot Town Youth had been asked to provide the Council with additional information in order for their usage agreement to be considered. As the information had not yet been received, the progress of the agreement with the club had stalled. The Committee noted the importance of an agreement as the football season is well underway and the Council had not received any confirmation of fixtures or any payments for pitch usage.

#### **109. To approve the motor insurance from the end of November 2023**

The Committee considered the quotes in the report. It was proposed by Cllr G Ryall, seconded by Cllr T Worgan, and RESOLVED to accept quote two, from Gallagher, for £2,804.95 to insure the Town Council's vehicles from the end of November 2023. All members agreed.

#### **110. To note the Clear Channel VAT agreement**

The Committee noted the Clear Channel VAT agreement – a requirement from Revenue and Customs.

**111. To note the CCLA investment fact sheet for October 2023**

The Committee noted the fact sheet. It confirmed that the interest rate was 5.26% as of 31<sup>st</sup> October 2023.

**112. To review the progress report**

The Committee discussed the items in the progress report. There had been no further update regarding the wayleave agreements. The cost centre payments queried by Cllr N Hards at the previous meeting were explained by the Town Clerk. These were for card machine usage charges.

The Town Clerk also confirmed attending a presentation from Restore on Thursday 23<sup>rd</sup> November 2023, regarding plans for their proposed new building.

Meeting closed at 9.20pm

Signed: \_\_\_\_\_(Chair)

Date: \_\_\_\_\_



# Finance and General Purposes Committee

## 18<sup>th</sup> December 2023

Report author: Janet Wheeler



### Grant Aid application

#### Introduction

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

#### Recommendation

2. The Committee should consider this grant aid application and agree an amount to award if the Committee decides to provide a grant.
3. In addition the Committee needs to consider the request from the Abingdon Bridge Charity to delay payment of their approved grant of £4,200.

#### Background

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

Citizens Advice	
Date received:	November 2023
Amount:	£11000
Application summary:	To give advice and support to local residents
Previous awards/ applications in the current and the preceding 2 financial years:	2021 £10000 2022 £10000
Supporting documentation held in the office:	Application form and supporting data

### **Financial Implications**

5. A total of £15,216 (FY 23/24) is left in the grant aid budget (201/ 3188). The Abingdon Bridge charity have requested that they receive their grant of £4,200 in the next financial year. Therefore if we award the full sum requested to Citizen's Advice we will have £0.16 left until the end of the financial year. If the Committee decide to take the £4,200 from next year's budget – there will be the sum of £4,216 available for other applications in this financial year.

### **Legal Implications**

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

### **Risk Implications**

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

## **Finance and General Purposes Committee**

18<sup>th</sup> December 2023

Report author: Janet Wheeler



## **Financial Statements**

### **Introduction**

1. This report presents a summary of the Council's financial activities throughout the month of October 2023.

### **Recommendation**

2. That the Committee formally notes and approves the financial statements for October 2023.

### **Background**

3. Attached are monthly reports that present a summary of the Council's financial activities at 31<sup>st</sup> October 2023:
  - (a) the Cash and Investment reconciliations at 31<sup>st</sup> October 2023
  - (b) the detailed income and expenditure report by budget heading for 31<sup>st</sup> October 2023
  - (c) detailed balance sheet (excluding stock movement)
  - (d) detailed profit and loss (excluding stock movement)
  - (e) Purchase Ledger aged account balances at 31<sup>st</sup> October 2023
  - (f) Sales Ledger aged account balances at 31<sup>st</sup> October 2023
  - (g) List of payments made between 1/10/23 and 31/10/23.

### **Delegated authority**

- (a) Under Standing Order 100, the administration of the Finance and General Purposes budget is delegated to this Committee.

### **Legal and risk implications**

- (b) The Council is required to arrange for the proper administration of its financial affairs: this will include regular reporting.

- (c) The Accounts and Audit Regulations require local councils to ensure that financial management is adequate and effective and have a sound system of internal control.

Janet Wheeler  
Town Clerk

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Didcot Town Council

Bank - Cash and Investment Reconciliation as at 31 October 2023

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	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	31/10/2023 Unity Trust Current Account	535,403.69
4	31/10/2023 Unity Bank Civic Hall Account	146,442.16
5	31/10/2023 CCLA Public Sector Deposit Fun	2,287,979.65
7	31/10/2023 Barclaycard Commercial	-1,760.17
		<b>2,968,065.33</b>
<u>Other Cash &amp; Bank Balances</u>		
	Civic Hall Bar Floats	260.00
	Petty Cash	10.47
		<b>270.47</b>
		<b>2,968,335.80</b>
<u>Receipts not on Bank Statement</u>		
0	31/10/2023 All Receipts Cleared	0.00
		<b>0.00</b>
<b>Closing Balance</b>		
		<b>2,968,335.80</b>
<u>All Cash &amp; Bank Accounts</u>		
1	Unity Current Account	535,403.69
2	Santander	0.00
3	Income Cash Book	0.00
4	Civic Hall Current Account	146,442.16
5	CCLA Deposit Fund	2,287,979.65
6	Barclaycard - NOT IN USE	0.00
7	Barclaycard Account	-1,760.17
	Other Cash & Bank Balances	270.47
	<b>Total Cash &amp; Bank Balances</b>	<b>2,968,335.80</b>

**Bank Reconciliation Statement as at 31/10/2023  
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	31/10/2023	24	535,403.69
			<u>535,403.69</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			535,403.69
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			535,403.69
		<b>Balance per Cash Book is :-</b>	<b>535,403.69</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
 PO Box 7193  
 Planetary Road  
 Willenhall  
 WV1 9DG

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

**Date:** 31/10/2023

**Account Name:** Didcot Town Council

**Swift Code (BIC):** NWBKGB2L

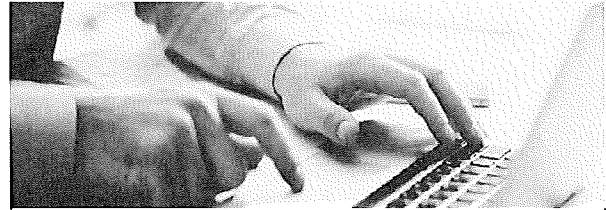
**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20459521

Your arranged overdraft limit is £0.00

Our new Online Banking is now available for everyone to use, giving you benefits like a refreshed new look, with simpler navigation. Finding your way around on a desktop or mobile phone is easier than ever.



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

## Contact Us

Call us: 0345 140 1000

Email us: [us@unity.co.uk](mailto:us@unity.co.uk)

Visit us: [unity.co.uk](https://www.unity.co.uk)

## Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/09/2023		Balance brought forward	£0.00	£0.00	£721,101.46
02/10/2023	Direct Debit	Direct Debit (SOUTH OXFORDSHIRE)	£181.00	£0.00	£720,920.46
02/10/2023	Direct Debit	Direct Debit (SOUTH OXFORDSHIRE)	£720.00	£0.00	£720,200.46
02/10/2023	Direct Debit	Direct Debit (JOHN DEERE BANK)	£328.01	£0.00	£719,872.45

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Statement number 024

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
02/10/2023	Direct Debit	Direct Debit (LEX AUTOLEASE)	£318.94	£0.00	£719,553.51
02/10/2023	Standing Order	S/O to: Personnel Advice	£120.00	£0.00	£719,433.51
02/10/2023	Faster Payment Debit	B/P to: HSBC Public Sector	£136,667.00	£0.00	£582,766.51
02/10/2023	Credit	Hatwell Williams	£0.00	£2,080.00	£584,846.51
02/10/2023	Credit	SAMUELS PG+MA	£0.00	£12.50	£584,859.01
02/10/2023	Credit	SAMUELS PG+MA	£0.00	£25.00	£584,884.01
02/10/2023	Credit	Cheshire Roger	£0.00	£50.00	£584,934.01
02/10/2023	Credit	BCARD8276784290923 BCARD	£0.00	£191.00	£585,125.01
02/10/2023	Credit	SABEL RDK	£0.00	£37.00	£585,162.01
02/10/2023	Credit	G Bauer	£0.00	£25.00	£585,187.01
02/10/2023	Credit	G Bauer	£0.00	£25.00	£585,212.01
02/10/2023	Credit	T Boucard	£0.00	£37.00	£585,249.01
02/10/2023	Credit	PETER PHILLIPS	£0.00	£25.00	£585,274.01
02/10/2023	Credit	PETER PHILLIPS	£0.00	£25.00	£585,299.01
02/10/2023	Credit	Storey S J	£0.00	£18.50	£585,317.51
02/10/2023	Credit	Storey S J	£0.00	£18.50	£585,336.01
03/10/2023	Credit	Taylor Steven	£0.00	£37.00	£585,373.01
03/10/2023	Credit	Sargent Melissa	£0.00	£37.00	£585,410.01
03/10/2023	Credit	BCARD8276784021023 BCARD	£0.00	£643.00	£586,053.01
03/10/2023	Credit	FRANCIS KENNEDY	£0.00	£25.00	£586,078.01
03/10/2023	Credit	FRANCIS KENNEDY	£0.00	£25.00	£586,103.01
03/10/2023	Credit	G West	£0.00	£25.00	£586,128.01
03/10/2023	Credit	G West	£0.00	£25.00	£586,153.01
04/10/2023	Credit	OCC AP	£0.00	£26.88	£586,179.89

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Statement number 024

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For Good.**

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
04/10/2023	Credit	F Jackson	£0.00	£25.00	£586,204.89
04/10/2023	Credit	BCARD8276784031023 BCARD	£0.00	£361.80	£586,566.69
05/10/2023	Credit	Mackay Kieran	£0.00	£37.00	£586,603.69
05/10/2023	Credit	BCARD8276784041023 BCARD	£0.00	£228.70	£586,832.39
05/10/2023	Credit	MORTIMER MJDA	£0.00	£50.00	£586,882.39
06/10/2023	Credit	BCARD8276784051023 BCARD	£0.00	£316.42	£587,198.81
06/10/2023	Credit	Gilder Linda	£0.00	£25.00	£587,223.81
06/10/2023	Credit	S Hayes	£0.00	£25.00	£587,248.81
06/10/2023	Credit	QUINTON NJ PA	£0.00	£25.00	£587,273.81
06/10/2023	Credit	QUINTON NJ PA	£0.00	£25.00	£587,298.81
09/10/2023	Credit	MR B R WICKS	£0.00	£25.00	£587,323.81
09/10/2023	Credit	BUTCHER RA	£0.00	£37.00	£587,360.81
09/10/2023	Credit	KEEN M	£0.00	£37.00	£587,397.81
09/10/2023	Credit	Credit 000021	£0.00	£251.18	£587,648.99
09/10/2023	Credit	BCARD8276784061023 BCARD	£0.00	£198.00	£587,846.99
09/10/2023	Credit	BCARD8276784071023 BCARD	£0.00	£74.00	£587,920.99
09/10/2023	Credit	C Cummings	£0.00	£50.00	£587,970.99
09/10/2023	Credit	STATHAM MF	£0.00	£37.00	£588,007.99
09/10/2023	Credit	STATHAM MF	£0.00	£127.00	£588,134.99
09/10/2023	Credit	M Pratt	£0.00	£37.00	£588,171.99
10/10/2023	Direct Debit	Direct Debit (BARCLAYCARD)	£68.38	£0.00	£588,103.61
10/10/2023	Credit	PATEL D P	£0.00	£37.00	£588,140.61
10/10/2023	Credit	SHIRE WMA/2016	£0.00	£18.50	£588,159.11
10/10/2023	Credit	Letcher James	£0.00	£37.00	£588,196.11

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Statement number 024

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
10/10/2023	Credit	QUINTON S.M.	£0.00	£25.00	£588,221.11
10/10/2023	Credit	DIGNITY FUNERALS	£0.00	£745.00	£588,966.11
10/10/2023	Credit	PARRY LJ	£0.00	£37.00	£589,003.11
10/10/2023	Credit	BCARD8276784091023 BCARD	£0.00	£414.00	£589,417.11
10/10/2023	Credit	Parry E	£0.00	£37.00	£589,454.11
11/10/2023	Faster Payment Debit	B/P to: Creative Catering	£3,456.00	£0.00	£585,998.11
11/10/2023	Faster Payment Debit	B/P to: SSE Energy	£238.44	£0.00	£585,759.67
11/10/2023	Faster Payment Debit	B/P to: Microshade Busines	£373.44	£0.00	£585,386.23
11/10/2023	Faster Payment Debit	B/P to: EE Limited	£110.48	£0.00	£585,275.75
11/10/2023	Faster Payment Debit	B/P to: Ridge Partners	£9,737.80	£0.00	£575,537.95
11/10/2023	Faster Payment Debit	B/P to: Moore	£2,520.00	£0.00	£573,017.95
11/10/2023	Faster Payment Debit	B/P to: SSE Energy	£1,324.71	£0.00	£571,693.24
11/10/2023	Faster Payment Debit	B/P to: SSE Energy	£223.19	£0.00	£571,470.05
11/10/2023	Faster Payment Debit	B/P to: Polar Cooling Serv	£842.40	£0.00	£570,627.65
11/10/2023	Faster Payment Debit	B/P to: Ricoh UK Ltd	£1,344.42	£0.00	£569,283.23
11/10/2023	Faster Payment Debit	B/P to: P A Turney Ltd	£110.83	£0.00	£569,172.40
11/10/2023	Faster Payment Debit	B/P to: Grundon Waste Mana	£509.57	£0.00	£568,662.83
11/10/2023	Faster Payment Debit	B/P to: Collard Environmen	£641.09	£0.00	£568,021.74
11/10/2023	Faster Payment Debit	B/P to: Mobile Mini	£83.42	£0.00	£567,938.32
11/10/2023	Faster Payment Debit	B/P to: Buckle T A	£1,620.01	£0.00	£566,318.31
11/10/2023	Faster Payment Debit	B/P to: First Aid Matters	£360.00	£0.00	£565,958.31
11/10/2023	Transfer	B/P to: FMCHT	£1,315.74	£0.00	£564,642.57
11/10/2023	Faster Payment Debit	B/P to: Travis Perkins	£97.22	£0.00	£564,545.35
11/10/2023	Faster Payment Debit	B/P to: Heathland Group	£1,802.54	£0.00	£562,742.81

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
11/10/2023	Faster Payment Debit	B/P to: Millbrook Property	£324.00	£0.00	£562,418.81
11/10/2023	Faster Payment Debit	B/P to: Air IT Ltd	£1,431.88	£0.00	£560,986.93
11/10/2023	Faster Payment Debit	B/P to: Farol Ltd	£252.60	£0.00	£560,734.33
11/10/2023	Faster Payment Debit	B/P to: S R Cooper	£653.41	£0.00	£560,080.92
11/10/2023	Faster Payment Debit	B/P to: Vita Play Limited	£8,100.00	£0.00	£551,980.92
11/10/2023	Faster Payment Debit	B/P to: Blachere Illuminat	£4,582.80	£0.00	£547,398.12
11/10/2023	Faster Payment Debit	B/P to: MJ Didcock	£450.00	£0.00	£546,948.12
11/10/2023	Credit	BCARD8276784101023 BCARD	£0.00	£226.00	£547,174.12
11/10/2023	Credit	R+H BARKER FUNER	£0.00	£745.00	£547,919.12
11/10/2023	Credit	T Feest	£0.00	£25.00	£547,944.12
11/10/2023	Credit	T Feest	£0.00	£25.00	£547,969.12
11/10/2023	Credit	ARCHER C	£0.00	£37.00	£548,006.12
11/10/2023	Credit	D Alonzi	£0.00	£37.00	£548,043.12
12/10/2023	Faster Payment Debit	B/P to: HMRC Shipley	£10,127.09	£0.00	£537,916.03
12/10/2023	Faster Payment Debit	B/P to: Space Store Ltd	£40.00	£0.00	£537,876.03
12/10/2023	Faster Payment Debit	B/P to: OCC Pension Fund	£11,035.74	£0.00	£526,840.29
12/10/2023	Credit	OX ASSOC LOCAL C	£0.00	£108.00	£526,948.29
12/10/2023	Credit	SOUTH OXFORDSHIRE	£0.00	£36,824.00	£563,772.29
12/10/2023	Credit	SOUTH OXFORDSHIRE	£0.00	£36,160.00	£599,932.29
12/10/2023	Credit	BARTON M	£0.00	£37.00	£599,969.29
12/10/2023	Credit	BCARD8276784111023 BCARD	£0.00	£489.60	£600,458.89
12/10/2023	Credit	KHOO WU	£0.00	£127.00	£600,585.89
12/10/2023	Credit	TAYLOR MC EJ	£0.00	£127.00	£600,712.89
13/10/2023	Credit	F Cox	£0.00	£18.50	£600,731.39

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
13/10/2023	Credit	F Cox	£0.00	£18.50	£600,749.89
13/10/2023	Transfer	FLEET MEADOW COMMU	£0.00	£384.00	£601,133.89
13/10/2023	Credit	BCARD8276784121023 BCARD	£0.00	£155.92	£601,289.81
13/10/2023	Credit	SET IN STONE DIDCO	£0.00	£125.00	£601,414.81
16/10/2023	Credit	C Selby	£0.00	£18.50	£601,433.31
16/10/2023	Credit	NOBBS A	£0.00	£37.00	£601,470.31
16/10/2023	Credit	BCARD8276784131023 BCARD	£0.00	£231.10	£601,701.41
16/10/2023	Credit	M Brooker	£0.00	£63.50	£601,764.91
17/10/2023	Faster Payment Debit	B/P to: DCK Payroll Solut	£33,111.56	£0.00	£568,653.35
17/10/2023	Credit	HMRC VAT	£0.00	£29,415.91	£598,069.26
17/10/2023	Credit	BCARD8276784161023 BCARD	£0.00	£137.88	£598,207.14
17/10/2023	Credit	M J DIDCOCK FUNE	£0.00	£745.00	£598,952.14
17/10/2023	Credit	A Pitts	£0.00	£37.00	£598,989.14
18/10/2023	Direct Debit	Direct Debit (THE MIDCOUNTRIES CO)	£1,006.27	£0.00	£597,982.87
18/10/2023	Credit	BCARD8276784171023 BCARD	£0.00	£262.80	£598,245.67
18/10/2023	Credit	BAYLISS JD	£0.00	£37.00	£598,282.67
19/10/2023	Direct Debit	Direct Debit (GOCARDLESS)	£139.24	£0.00	£598,143.43
19/10/2023	Credit	HUNT D	£0.00	£37.00	£598,180.43
19/10/2023	Credit	BCARD8276784181023 BCARD	£0.00	£104.00	£598,284.43
20/10/2023	Credit	Post Office Cash Deposit 099137 099137	£0.00	£865.00	£599,149.43
20/10/2023	Credit	Post Office Cash Deposit 099137 099137	£0.00	£216.50	£599,365.93
20/10/2023	Credit	BCARD8276784191023 BCARD	£0.00	£73.52	£599,439.45
23/10/2023	Direct Debit	Direct Debit (SWALEC)	£1,377.39	£0.00	£598,062.06
23/10/2023	Direct Debit	Direct Debit (BCARD COMMERCIAL)	£1,298.34	£0.00	£596,763.72

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
23/10/2023	Credit	Shepherd Louise	£0.00	£37.00	£596,800.72
23/10/2023	Credit	THAMES (D/D)	£0.00	£12,068.72	£608,869.44
23/10/2023	Credit	Wallis Graham	£0.00	£37.00	£608,906.44
23/10/2023	Credit	BCARD8276784201023 BCARD	£0.00	£210.50	£609,116.94
23/10/2023	Credit	L+Y	£0.00	£37.00	£609,153.94
23/10/2023	Credit	RUSSELL H B	£0.00	£127.00	£609,280.94
24/10/2023	Faster Payment Debit	B/P to: LIFE Build Solutio	£113,145.00	£0.00	£496,135.94
24/10/2023	Credit	DUSAN ZELINSKY	£0.00	£37.00	£496,172.94
24/10/2023	Credit	DUSAN ZELINSKY	£0.00	£37.00	£496,209.94
24/10/2023	Credit	L+Y	£0.00	£37.00	£496,246.94
24/10/2023	Credit	Mabbett Julie	£0.00	£37.00	£496,283.94
24/10/2023	Credit	HMRC VAT	£0.00	£10,007.72	£506,291.66
24/10/2023	Credit	Credit 000051	£0.00	£378.02	£506,669.68
24/10/2023	Credit	Credit 000052	£0.00	£50.52	£506,720.20
24/10/2023	Credit	BCARD8276784231023 BCARD	£0.00	£383.00	£507,103.20
25/10/2023	Direct Debit	Direct Debit (BOC MANCHESTER ACC)	£34.02	£0.00	£507,069.18
25/10/2023	Faster Payment Debit	B/P to: SODC	£13,084.82	£0.00	£493,984.36
25/10/2023	Faster Payment Debit	B/P to: Travis Perkins	£21.35	£0.00	£493,963.01
25/10/2023	Faster Payment Debit	B/P to: Greenfield Partner	£555.60	£0.00	£493,407.41
25/10/2023	Faster Payment Debit	B/P to: Carlton Services	£1,296.00	£0.00	£492,111.41
25/10/2023	Faster Payment Debit	B/P to: SCS Oxon Ltd	£990.00	£0.00	£491,121.41
25/10/2023	Faster Payment Debit	B/P to: Mobile Mini	£83.42	£0.00	£491,037.99
25/10/2023	Faster Payment Debit	B/P to: Betsy De Thierry	£306.58	£0.00	£490,731.41
25/10/2023	Faster Payment Debit	B/P to: Sun Water Coolers	£29.29	£0.00	£490,702.12

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
25/10/2023	Faster Payment Debit	B/P to: Executive Alarms L	£403.20	£0.00	£490,298.92
25/10/2023	Faster Payment Debit	B/P to: Polar Cooling Serv	£348.00	£0.00	£489,950.92
25/10/2023	Faster Payment Debit	B/P to: 2commune Ltd	£180.00	£0.00	£489,770.92
25/10/2023	Faster Payment Debit	B/P to: SSE Energy	£238.24	£0.00	£489,532.68
25/10/2023	Faster Payment Debit	B/P to: Castle Water	£197.82	£0.00	£489,334.86
25/10/2023	Faster Payment Debit	B/P to: Castle Water	£8.34	£0.00	£489,326.52
25/10/2023	Faster Payment Debit	B/P to: OPC Drain Services	£100.80	£0.00	£489,225.72
25/10/2023	Faster Payment Debit	B/P to: SSE Energy	£457.74	£0.00	£488,767.98
25/10/2023	Faster Payment Debit	B/P to: N White	£135.00	£0.00	£488,632.98
25/10/2023	Faster Payment Debit	B/P to: Lyreco UK Ltd	£925.83	£0.00	£487,707.15
25/10/2023	Faster Payment Debit	B/P to: Shield Maintenance	£523.10	£0.00	£487,184.05
25/10/2023	Faster Payment Debit	B/P to: SSE Energy	£1,689.64	£0.00	£485,494.41
25/10/2023	Faster Payment Debit	B/P to: Ever Brite Cleanin	£2,535.54	£0.00	£482,958.87
25/10/2023	Faster Payment Debit	B/P to: S R Cooper	£509.21	£0.00	£482,449.66
25/10/2023	Faster Payment Debit	B/P to: Heathland Group	£78.35	£0.00	£482,371.31
25/10/2023	Faster Payment Debit	B/P to: Fleet Line Markers	£649.92	£0.00	£481,721.39
25/10/2023	Faster Payment Debit	B/P to: Total Pest Envir	£288.00	£0.00	£481,433.39
25/10/2023	Faster Payment Debit	B/P to: Spaldings Limited	£900.42	£0.00	£480,532.97
25/10/2023	Faster Payment Debit	B/P to: Sprint Door System	£510.00	£0.00	£480,022.97
25/10/2023	Faster Payment Debit	B/P to: Collard Environmen	£537.60	£0.00	£479,485.37
25/10/2023	Faster Payment Debit	B/P to: Hawkins Roofing Lt	£27,181.56	£0.00	£452,303.81
25/10/2023	Faster Payment Debit	B/P to: Trade UK	£127.96	£0.00	£452,175.85
25/10/2023	Faster Payment Debit	B/P to: DCK Accounting Sol	£1,537.92	£0.00	£450,637.93
25/10/2023	Faster Payment Debit	B/P to: Eastern Shires Pur	£51.96	£0.00	£450,585.97

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
25/10/2023	Credit	BCARD8276784241023 BCARD	£0.00	£185.00	£450,770.97
25/10/2023	Credit	SET IN STONE DIDCO	£0.00	£125.00	£450,895.97
26/10/2023	Faster Payment Debit	B/P to: LIFE Build Solutio	£113,145.00	£0.00	£337,750.97
26/10/2023	Credit	BCARD8276784251023 BCARD	£0.00	£149.00	£337,899.97
27/10/2023	Credit	OLIVER TARRANT	£0.00	£37.00	£337,936.97
27/10/2023	Credit	BCARD8276784261023 BCARD	£0.00	£167.92	£338,104.89
27/10/2023	Credit	P Brooker	£0.00	£50.00	£338,154.89
27/10/2023	Credit	POTTER JS	£0.00	£37.00	£338,191.89
30/10/2023	Direct Debit	Direct Debit (JOHN DEERE BANK)	£328.01	£0.00	£337,863.88
30/10/2023	Credit	ANGELA STEAD	£0.00	£37.00	£337,900.88
30/10/2023	Credit	DIGNITY FUNERALS	£0.00	£435.00	£338,335.88
30/10/2023	Credit	BCARD8276784271023 BCARD	£0.00	£64.12	£338,400.00
30/10/2023	Credit	DOBRZYCKI T	£0.00	£18.50	£338,418.50
31/10/2023	Standing Order	S/O to: Personnel Advice	£120.00	£0.00	£338,298.50
31/10/2023	Credit	XUE Y	£0.00	£25.00	£338,323.50
31/10/2023	Credit	BCARD8276784301023 BCARD	£0.00	£165.36	£338,488.86
31/10/2023	Credit	M J DIDCOCK FUNE	£0.00	£225.00	£338,713.86
31/10/2023	Credit	DID TOWN COUNCIL HIB	£0.00	£196,689.83	£535,403.69

*D*

Bank Reconciliation Statement as at 31/10/2023  
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	31/10/2023	24	146,442.16
			<u>146,442.16</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			146,442.16
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			146,442.16
		<b>Balance per Cash Book is :-</b>	<b>146,442.16</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....



## Payments for Month 7

## 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>
02/10/2023	Direct 365	DD1	122.04	122.04		500		4592/Hand dryers 12Sep-11Oct
20/10/2023	Matthew Clark	DD2	1,210.87	1,210.87		500		4696/Bar supplies
<b>Total Payments for Month</b>			1,332.91	1,332.91	0.00		0.00	
<b>Balance Carried Fwd</b>			146,442.16					
<b>Cashbook Totals</b>			147,775.07	1,332.91	0.00		146,442.16	

# Your Account Statement



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Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

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

**Date:** 31/10/2023

**Account Name:** Didcot Town Council

**Swift Code (BIC):** NWBKGB2L

**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20459534

Your arranged overdraft limit is £0.00

Our new Online Banking is now available for everyone to use, giving you benefits like a refreshed new look, with simpler navigation. Finding your way around on a desktop or mobile phone is easier than ever.



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](http://FSCS.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](http://unity.co.uk/fscs)

## Contact Us



Call us: 0345 140 1000



Email us: [us@unity.co.uk](mailto:us@unity.co.uk)



Visit us: [unity.co.uk](http://unity.co.uk)

## Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/09/2023		Balance brought forward	£0.00	£0.00	£121,311.22
02/10/2023	Direct Debit	Direct Debit (DIRECT 365 ONLINE)	£122.04	£0.00	£121,189.18
02/10/2023	Credit	Adyen N.V.	£0.00	£9.81	£121,198.99
02/10/2023	Credit	Adyen N.V.	£0.00	£151.67	£121,350.66

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
02/10/2023	Credit	Adyen N.V.	£0.00	£2.60	£121,353.26
02/10/2023	Credit	OXFORDSHIRE MIND	£0.00	£76.80	£121,430.06
02/10/2023	Credit	DIDCOT TOWNSWOMENS	£0.00	£59.70	£121,489.76
02/10/2023	Credit	Bernadine Soul School of Dancing	£0.00	£21.25	£121,511.01
04/10/2023	Credit	BABY SENSOR T/AS	£0.00	£119.00	£121,630.01
04/10/2023	Credit	N Soul	£0.00	£97.92	£121,727.93
05/10/2023	Credit	Adyen N.V.	£0.00	£106.63	£121,834.56
05/10/2023	Credit	OXFORDDISTRICT	£0.00	£9.60	£121,844.16
05/10/2023	Credit	OXFORDDISTRICT	£0.00	£9.60	£121,853.76
05/10/2023	Credit	OCC AP	£0.00	£373.20	£122,226.96
05/10/2023	Credit	ADC DIDCOT SO	£0.00	£445.15	£122,672.11
06/10/2023	Credit	Adyen N.V.	£0.00	£1.97	£122,674.08
06/10/2023	Credit	RIVER LEARNING TRU	£0.00	£1,011.88	£123,685.96
06/10/2023	Credit	SODC ACCOUNTS PAYA	£0.00	£262.08	£123,948.04
06/10/2023	Credit	OXFORD COLLEGE OF FIRST AID LTD	£0.00	£204.96	£124,153.00
09/10/2023	Credit	Adyen N.V.	£0.00	£2.56	£124,155.56
09/10/2023	Credit	Adyen N.V.	£0.00	£58.97	£124,214.53
09/10/2023	Credit	OXFORD HEALTH	£0.00	£168.60	£124,383.13
09/10/2023	Transfer	COMMUNITY FIRST OX	£0.00	£138.22	£124,521.35
09/10/2023	Credit	BRACKENBURY CM	£0.00	£275.00	£124,796.35
10/10/2023	Credit	PHOENIX TAEKWOND	£0.00	£674.00	£125,470.35
10/10/2023	Credit	PHOENIX TAEKWOND	£0.00	£337.00	£125,807.35
10/10/2023	Credit	Adyen N.V.	£0.00	£5.64	£125,812.99
10/10/2023	Credit	OXFORDSHIRE MIND	£0.00	£98.16	£125,911.15

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Statement number 024

**For Businesses.  
For Communities.  
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered Office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124. Calls may be monitored and recorded for training, quality and security purposes. © Unity Trust Bank. All Rights Reserved.

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
10/10/2023	Credit	OCC AP	£0.00	£209.10	£126,120.25
10/10/2023	Credit	Oxfordshire Family	£0.00	£45.60	£126,165.85
11/10/2023	Credit	Adyen N.V.	£0.00	£22.12	£126,187.97
11/10/2023	Credit	Covenant Managemen	£0.00	£56.40	£126,244.37
12/10/2023	Credit	Adyen N.V.	£0.00	£32.19	£126,276.56
12/10/2023	Credit	BABY SENSOR T/AS	£0.00	£119.00	£126,395.56
13/10/2023	Credit	Adyen N.V.	£0.00	£6.98	£126,402.54
13/10/2023	Credit	HF TRUST LIMITED	£0.00	£117.60	£126,520.14
13/10/2023	Credit	SODC ACCOUNTS PAYA	£0.00	£4,214.19	£130,734.33
13/10/2023	Credit	TVPA EXPENDITURE A	£0.00	£83.76	£130,818.09
16/10/2023	Credit	Adyen N.V.	£0.00	£44.03	£130,862.12
16/10/2023	Credit	Adyen N.V.	£0.00	£61.11	£130,923.23
16/10/2023	Credit	Adyen N.V.	£0.00	£205.58	£131,128.81
16/10/2023	Credit	SILVER SLIPPER C	£0.00	£174.38	£131,303.19
16/10/2023	Credit	OCC AP	£0.00	£72.00	£131,375.19
16/10/2023	Credit	Bernadine Soul School of Dancing	£0.00	£1,882.40	£133,257.59
16/10/2023	Credit	SHOWTIME CIRCUS DIDCOT	£0.00	£201.44	£133,459.03
16/10/2023	Credit	MY LOCAL PITCH LTD T A PLAYFINDER	£0.00	£5,167.62	£138,626.65
16/10/2023	Credit	Didcot Events	£0.00	£683.75	£139,310.40
17/10/2023	Credit	A Warren	£0.00	£32.98	£139,343.38
18/10/2023	Credit	DIDCOT SPEAKERS	£0.00	£160.62	£139,504.00
18/10/2023	Credit	Adyen N.V.	£0.00	£3.49	£139,507.49
18/10/2023	Credit	AUTISM MENTORS LIMITED	£0.00	£308.88	£139,816.37
19/10/2023	Credit	Adyen N.V.	£0.00	£2.16	£139,818.53

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Statement number 024

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
19/10/2023	Credit	OXFORDDISTRICT	£0.00	£9.60	£139,828.13
19/10/2023	Credit	OXFORDDISTRICT	£0.00	£9.60	£139,837.73
19/10/2023	Credit	S IN MIND	£0.00	£67.20	£139,904.93
20/10/2023	Direct Debit	Direct Debit (MATTHEW CLARK BIBE)	£1,210.87	£0.00	£138,694.06
20/10/2023	Credit	Adyen N.V.	£0.00	£24.58	£138,718.64
20/10/2023	Credit	SODC ACCOUNTS PAYA	£0.00	£187.20	£138,905.84
20/10/2023	Credit	Post Office Cash Deposit 099137 099137	£0.00	£840.49	£139,746.33
20/10/2023	Credit	Post Office Cash Deposit 099137 099137	£0.00	£75.10	£139,821.43
20/10/2023	Credit	PHOENIX TAEKWOND	£0.00	£812.40	£140,633.83
23/10/2023	Credit	BABY SENSOR T/AS	£0.00	£119.00	£140,752.83
23/10/2023	Credit	Adyen N.V.	£0.00	£2.46	£140,755.29
23/10/2023	Credit	Adyen N.V.	£0.00	£956.73	£141,712.02
23/10/2023	Credit	OXFORD HEALTH	£0.00	£356.40	£142,068.42
23/10/2023	Credit	MASON S	£0.00	£187.68	£142,256.10
23/10/2023	Credit	ANDREWS RM	£0.00	£170.00	£142,426.10
23/10/2023	Credit	ABINGDON FREESTY	£0.00	£79.20	£142,505.30
23/10/2023	Credit	ANAND N	£0.00	£364.55	£142,869.85
24/10/2023	Credit	OCC AP	£0.00	£441.58	£143,311.43
25/10/2023	Credit	Adyen N.V.	£0.00	£1.47	£143,312.90
25/10/2023	Credit	AGE UK OXFORDSHIRE	£0.00	£360.36	£143,673.26
25/10/2023	Credit	MIDTHAMES AREA QUAKERS	£0.00	£91.76	£143,765.02
26/10/2023	Credit	DIDCOT SPEAKERS	£0.00	£48.88	£143,813.90
27/10/2023	Credit	SODC ACCOUNTS PAYA	£0.00	£298.20	£144,112.10
27/10/2023	Credit	SODC ACCOUNTS PAYA	£0.00	£709.50	£144,821.60

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Statement number 024

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Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
30/10/2023	Credit	Adyen N.V.	£0.00	£7.86	£144,829.46
30/10/2023	Credit	Adyen N.V.	£0.00	£171.01	£145,000.47
30/10/2023	Credit	Adyen N.V.	£0.00	£309.55	£145,310.02
30/10/2023	Credit	OXFORD HEALTH	£0.00	£237.00	£145,547.02
30/10/2023	Credit	S Richmond	£0.00	£85.68	£145,632.70
30/10/2023	Credit	Angels Performing	£0.00	£57.12	£145,689.82
31/10/2023	Credit	HOLLINGHAM IC	£0.00	£35.28	£145,725.10
31/10/2023	Credit	N Soul	£0.00	£163.20	£145,888.30
31/10/2023	Credit	BRIGHT SPARKS EVENTS LTD	£0.00	£204.00	£146,092.30
31/10/2023	Credit	FROST GA	£0.00	£349.86	£146,442.16

*(Handwritten signature)*

## Receipts for Month 7

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
<b>Balance Brought Fwd :</b>		<b>2,343,271.04</b>					<b>2,343,271.04</b>	
	Banked: 02/10/2023	136,667.00						
Transfer	Unity Current Account	136,667.00			200		136,667.00	CCLA PSDF Account
	Bacs Banked: 02/10/2023	4,731.44						
Bacs	CCLA PSDF Dividend Reinvested	4,731.44			1196	120	4,731.44	CCLA PSDF Dividend Reinvested
<b>Total Receipts for Month</b>		<b>141,398.44</b>	<b>0.00</b>	<b>0.00</b>			<b>141,398.44</b>	
<b>Cashbook Totals</b>		<b>2,484,669.48</b>	<b>0.00</b>	<b>0.00</b>			<b>2,484,669.48</b>	

**Bank Reconciliation Statement as at 31/10/2023  
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	31/10/2023		2,287,979.65
			<u>2,287,979.65</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			2,287,979.65
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			2,287,979.65
		<b>Balance per Cash Book is :-</b>	<b>2,287,979.65</b>
		<b>Difference is :-</b>	<b>0.00</b>

**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 31 October 2023

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/10/23	Brought Forward			2,343,271.04	
02/10/23	Bought		136,667.00	2,479,938.04	4
02/10/23	Dividend reinvested		4,731.44	2,484,669.48	4
26/10/23	Sold - paid to bank	196,689.83		2,287,979.65	4
31/10/23	Carried Forward			2,287,979.65	4

Statement of Dividends paid during the month to 31 October 2023

Date	Receiving Account	Amount Paid £
02-10-23	Dividend reinvested	4,731.44

**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.

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Date: 06/11/2023

Didcot Town Council

Page: 116

Time: 16:47

Cashbook 5

User: RLB

CCLA Deposit Fund

For Month No: 7

Payments for Month 7

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>
31/10/2023	Unity Current Account	CHAPS	196,689.83			200		196,689.83	CCLA PSDF
<b>Total Payments for Month</b>			196,689.83	0.00	0.00			196,689.83	
<b>Balance Carried Fwd</b>			2,287,979.65						
<b>Cashbook Totals</b>			<u>2,484,669.48</u>	0.00	0.00			<u>2,484,669.48</u>	

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Bank Reconciliation Statement as at 31/10/2023  
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	31/10/2023		-1,760.17
			<u>-1,760.17</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			-1,760.17
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-1,760.17
		<b>Balance per Cash Book is :-</b>	<b>-1,760.17</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

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: [REDACTED]  
Statement date: 28 October 2023  
Page number: 1 of 4  
Monthly spend limit: £8,000.00

Date of previous statement: 28 September 2023  
Previous balance: £1,298.34  
Payment received: £1,298.34 CR  
Total of charges and adjustments: £0.00  
Total of new spending: £1,760.17  
New balance: £1,760.17  
Minimum payment: £17.60  
Payment due by: 22 November 2023  
Available to spend: £6,239.83

Payment instructions

Thank you for using Barclaycard Commercial. Your bank account [REDACTED] will be debited with the agreed payment or the minimum payment (whichever is greater) on or immediately after 22 November 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: [REDACTED], Account Number: [REDACTED]. 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 : £55.19

Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
PURCHASE	1,760.17	2.245%	55.19	
CASH	0.00	2.450%	0.00	
<b>Totals</b>	<b>£1,760.17</b>		<b>£55.19</b>	

Simple Standard Rate p.a: 26.94% (30.5% compound equivalent)

Simple Cash Rate p.a: 29.40% (33.7% compound equivalent)

\* See reverse for details

Paid in by and date

bank giro credit ABC

1760.17

17.60

22 November 2023

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

Cashier's Stamp and Initials

[REDACTED]  
MRS WHEELER  
DIDCOT TOWN COUNCIL  
CIVIC HALL  
BRITWELL ROAD  
DIDCOT  
OX11 7HN

Barclays Bank PLC  
Automated Bulk Credit Clearing  
Barclaycard  
Commercial

Total Cash \*

Cheques +

£



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

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## Payments for Month 7

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
<b>Balance Brought Fwd :</b>			<b>1,298.34</b>					<b>1,298.34</b>	
28/09/2023	Re-Vamp Multiserve	119/24	6.50			3154	304	6.50	Re-Vamp Multiserve - Key
28/09/2023	Bulbi	120/24	69.37		11.56	3150	310	57.81	Bulbi -Bedding Plants
29/09/2023	Sandwich Shop	121/24	51.20		8.53	3100	403	42.67	Sandwich Shop -Catering
29/09/2023	Amazon	122/24	56.97			3100	403	56.97	Amazon -Coffee
04/10/2023	Pearroc Ltd	123/24	45.00		7.50	4015	401	12.50	Pearroc -Floor Cleaning Pads
						1730	108	25.00	Pearroc -Floor Cleaning Pads
08/10/2023	EposNow	124/24	70.80		11.80	3154	402	59.00	EposNow -Bar Till Software
09/10/2023	Sainsburys	125/24	11.85			3100	403	11.85	Sainsburys -Catering Supplies
12/10/2023	Amazon	126/24	17.00		2.83	2165	201	14.17	Amazon -Labels
16/10/2023	Amazon	127/24	184.49		30.75	3145	301	133.32	Amazon -Handheld Welder
						3145	301	20.42	Amazon -Welding Electrodes
17/10/2023	Amazon	128/24	93.65		5.02	1730	108	21.44	Amazon -Basketball Net
						1730	108	67.19	Amazon -Badminton Net
18/10/2023	David Charles Group	129/24	278.06		46.34	3120	301	231.72	David Charles -PPE
18/10/2023	Three	130/24	34.88	34.88		500			P/L Pymnt Page 2366
19/10/2023	CMC Aquatics	131/24	-9.99		-1.67	3165	305	-8.32	CMC Aquatics -Water Tests
19/10/2023	CMC Aquatics	132/24	50.83		8.48	3165	305	42.35	CMC Aquatics -Water Tests
19/10/2023	Co-Op Food	133/24	11.70			3100	403	11.70	Co-Op Food Catedring Supplies
19/10/2023	Olibetta	134/24	16.50		2.75	3165	305	13.75	Olibetta -Water Tests
19/10/2023	Pond Planet	135/24	98.46		16.41	3165	305	82.05	Pond Planet -Water Test Equip
20/10/2023	Amazon	136/24	11.95		1.99	3165	305	9.96	Amazon -Water Test Set
20/10/2023	Sandwich Shop	137/24	32.50		5.42	3100	403	27.08	Sandwich Shop -Catering
24/10/2023	Hampshire Generators	138/24	440.00		73.33	3165	305	366.67	Hampshire Generators - Lakes
24/10/2023	Amazon	139/24	26.16		4.37	1123	101	17.51	Amazon -Stationery
						1123	101	4.28	Amazon -Stationery
24/10/2023	EposNow	140/24	22.80		3.80	3154	402	19.00	EposNow -Bar Till Software
25/10/2023	Cowshed	141/24	67.00			1108	101	67.00	Cowshed -Catering
25/10/2023	Addacard	142/24	64.80		10.80	1129	101	54.00	Addacard -Entrance Cards
26/10/2023	Halfords	143/24	7.69		1.28	3145	301	6.41	Halfords -Fuses
<b>Total Payments for Month</b>			<b>1,760.17</b>	<b>34.88</b>	<b>251.29</b>			<b>1,474.00</b>	
<b>Cashbook Totals</b>			<b>3,058.51</b>	<b>34.88</b>	<b>251.29</b>			<b>2,772.34</b>	

## Receipts for Month 7

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 23/10/2023	1,298.34						
DD	Unity Current Account	1,298.34			200		1,298.34	Barclaycard Commercial
<b>Total Receipts for Month</b>		1,298.34	0.00	0.00			1,298.34	
<b>Balance Carried Fwd</b>		1,760.17						
<b>Cashbook Totals</b>		<u>3,058.51</u>	<u>0.00</u>	<u>0.00</u>			<u>3,058.51</u>	

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>101 Central Administration</u>							
1195 Miscellaneous Income	5	21	0	(21)			0.0%
Central Administration :- Income	<u>5</u>	<u>21</u>	<u>0</u>	<u>(21)</u>			
1101 Salaries - Admin	16,441	132,506	242,500	109,994		109,994	54.6%
1102 Salaries - Admin Er's NI	1,670	13,549	16,699	3,150		3,150	81.1%
1103 Salaries - Admin Er's Superann	3,568	28,754	33,427	4,673		4,673	86.0%
1104 Agency Staffing	1,467	7,553	12,000	4,447		4,447	62.9%
1108 Training and Conferences	1,342	5,009	8,000	2,991		2,991	62.6%
1109 Staff Travel	235	2,264	3,500	1,236		1,236	64.7%
1111 Rate Admin Offices	720	5,044	7,000	1,956		1,956	72.1%
1121 Telephone/Fax/Internet	237	1,937	3,000	1,063		1,063	64.6%
1123 Stationery	310	1,639	2,300	661		661	71.3%
1124 Subscriptions	0	4,127	4,000	(127)		(127)	103.2%
1125 Insurance	0	0	23,000	23,000		23,000	0.0%
1126 Photocopier	0	1,445	2,500	1,055		1,055	57.8%
1128 Postage-Franking	26	381	2,000	1,619		1,619	19.0%
1129 Miscellaneous Admin Costs	54	261	500	239		239	52.1%
1130 Recruitment Advertising	0	0	2,000	2,000		2,000	0.0%
1132 Outside Service Provider HR/HS	100	900	3,000	2,100		2,100	30.0%
1160 IT Maintenance/Website	3,237	20,765	20,000	(765)		(765)	103.8%
1171 Contingency	825	825	20,000	19,175		19,175	4.1%
1173 Green Projects	0	1,095	10,000	8,905		8,905	10.9%
1197 Office water cooler	22	155	250	95		95	62.1%
3152 Electricity	0	134	0	(134)		(134)	0.0%
Central Administration :- Indirect Expenditure	<u>30,253</u>	<u>228,342</u>	<u>415,676</u>	<u>187,334</u>	<u>0</u>	<u>187,334</u>	<u>54.9%</u>
<b>Net Income over Expenditure</b>	<u><b>(30,248)</b></u>	<u><b>(228,321)</b></u>	<u><b>(415,676)</b></u>	<u><b>(187,355)</b></u>			
<u>102 Civic and Democratic</u>							
1205 Members Training	0	725	800	75		75	90.6%
1206 Mayors Allowance	0	3,250	3,520	270		270	92.3%
1235 Civic Functions	0	2,292	3,000	708		708	76.4%
1269 Election Costs	0	13,085	0	(13,085)		(13,085)	0.0%
99129 Tfr from EMR Elections	0	(13,085)	0	13,085		13,085	0.0%
Civic and Democratic :- Indirect Expenditure	<u>0</u>	<u>6,267</u>	<u>7,320</u>	<u>1,053</u>	<u>0</u>	<u>1,053</u>	<u>85.6%</u>
<b>Net Expenditure</b>	<u><b>0</b></u>	<u><b>(6,267)</b></u>	<u><b>(7,320)</b></u>	<u><b>(1,053)</b></u>			
<u>104 Community Services</u>							
1271 CCTV Contribution	0	1,730	10,000	8,270		8,270	17.3%

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1272 Speed Surveys	0	0	750	750		750	0.0%
Community Services :- Indirect Expenditure	<u>0</u>	<u>1,730</u>	<u>10,750</u>	<u>9,020</u>	<u>0</u>	<u>9,020</u>	<u>16.1%</u>
<b>Net Expenditure</b>	<b><u>0</u></b>	<b><u>(1,730)</u></b>	<b><u>(10,750)</u></b>	<b><u>(9,020)</u></b>			
<b>105 Corporate Management</b>							
1152 Bank Charges	42	1,452	700	(752)		(752)	207.4%
1155 Internal Audit	500	500	1,680	1,180		1,180	29.8%
1157 External Audit	0	100	2,200	2,100		2,100	4.5%
1158 Legal & Professional Fees	1,088	1,238	5,000	3,762		3,762	24.8%
1159 Accounting Support	0	2,519	1,000	(1,519)		(1,519)	251.9%
Corporate Management :- Indirect Expenditure	<u>1,630</u>	<u>5,809</u>	<u>10,580</u>	<u>4,771</u>	<u>0</u>	<u>4,771</u>	<u>54.9%</u>
<b>Net Expenditure</b>	<b><u>(1,630)</u></b>	<b><u>(5,809)</u></b>	<b><u>(10,580)</u></b>	<b><u>(4,771)</u></b>			
<b>108 Willowbrook Community Centre</b>							
1769 Willowbrook Income	6,210	53,794	60,000	6,206			89.7%
32580 S 106 Devel's Cont's Received	0	1,833	0	(1,833)			0.0%
32587 CIL Income	0	0	6,000	6,000			0.0%
Willowbrook Community Centre :- Income	<u>6,210</u>	<u>55,627</u>	<u>66,000</u>	<u>10,373</u>			<u>84.3%</u>
1701 Salaries Willowbrook	3,472	22,103	40,000	17,897		17,897	55.3%
1703 Employers Superann Willowbrook	94	94	0	(94)		(94)	0.0%
1710 Willowbrook Business Rates	(36,160)	(8,384)	38,000	46,384		46,384	(22.1%)
1720 Willowbrook Contracts	2,237	8,486	10,000	1,514		1,514	84.9%
1725 Willowbrook ICT/Internet	548	1,608	3,000	1,392		1,392	53.6%
1730 Willowbrook Equipment	264	709	5,000	4,291		4,291	14.2%
1766 Willowbrook Utilities	3,482	37,073	40,000	2,927		2,927	92.7%
1767 Willowbrook Site Maintenance	335	5,998	0	(5,998)		(5,998)	0.0%
Willowbrook Community Centre :- Indirect Expenditure	<u>(25,728)</u>	<u>67,687</u>	<u>136,000</u>	<u>68,313</u>	<u>0</u>	<u>68,313</u>	<u>49.8%</u>
<b>Net Income over Expenditure</b>	<b><u>31,938</u></b>	<b><u>(12,059)</u></b>	<b><u>(70,000)</u></b>	<b><u>(57,941)</u></b>			
<b>109 Capital and Projects</b>							
1999 Loan Proceeds	0	2,400,000	0	(2,400,000)			0.0%
Capital and Projects :- Income	<u>0</u>	<u>2,400,000</u>	<u>0</u>	<u>(2,400,000)</u>			
1944 Christmas Lights	362	4,764	15,000	10,236		10,236	31.8%
1947 Office Equipment & Furniture	0	395	1,000	605		605	39.5%
1948 PWLB-Repayments	0	34,331	242,604	208,273		208,273	14.2%
1949 PWLB-Interest	0	26,971	0	(26,971)		(26,971)	0.0%



## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1952 Groundskeeping Equipment	0	2,420	0	(2,420)		(2,420)	0.0%
1953 CAP - Solar Panels	0	48,896	0	(48,896)		(48,896)	0.0%
1955 CAP - Edmonds Park Pavilion	522,199	1,326,605	0	(1,326,605)		(1,326,605)	0.0%
99029 Tfr to EMR Elections	0	34,260	0	(34,260)		(34,260)	0.0%
99127 Tfr from EMR Building Proj Fee	0	(34,260)	0	34,260		34,260	0.0%
99128 Tfr from EMR CiL	0	(48,896)	0	48,896		48,896	0.0%
99160 Tfr from EMR Grounds Equip	0	(2,420)	0	2,420		2,420	0.0%
<b>Capital and Projects :- Indirect Expenditure</b>	<b>522,561</b>	<b>1,393,067</b>	<b>258,604</b>	<b>(1,134,463)</b>	<b>0</b>	<b>(1,134,463)</b>	<b>538.7%</b>
<b>Net Income over Expenditure</b>	<b>(522,561)</b>	<b>1,006,933</b>	<b>(258,604)</b>	<b>(1,265,537)</b>			
<u>111 Services to Others</u>							
1805 Income -Materials Fleet Meadow	0	98	0	(98)			0.0%
1806 Income -Labour Fleet Meadow	320	1,969	0	(1,969)			0.0%
<b>Services to Others :- Income</b>	<b>320</b>	<b>2,067</b>	<b>0</b>	<b>(2,067)</b>			
1866 Materials - Fleet Meadow	0	33	0	(33)		(33)	0.0%
<b>Services to Others :- Indirect Expenditure</b>	<b>0</b>	<b>33</b>	<b>0</b>	<b>(33)</b>	<b>0</b>	<b>(33)</b>	
<b>Net Income over Expenditure</b>	<b>320</b>	<b>2,035</b>	<b>0</b>	<b>(2,035)</b>			
<u>120 Other Costs &amp; Income</u>							
1176 Precept	0	1,331,855	1,331,855	0			100.0%
1196 Interest Received	4,731	23,671	5,000	(18,671)			473.4%
<b>Other Costs &amp; Income :- Income</b>	<b>4,731</b>	<b>1,355,526</b>	<b>1,336,855</b>	<b>(18,671)</b>			<b>101.4%</b>
<b>Net Income</b>	<b>4,731</b>	<b>1,355,526</b>	<b>1,336,855</b>	<b>(18,671)</b>			
<u>201 Arts &amp; Grants-Empowered</u>							
9041 Summer Fayre - Income	(33)	100	0	(100)			0.0%
<b>Arts &amp; Grants-Empowered :- Income</b>	<b>(33)</b>	<b>100</b>	<b>0</b>	<b>(100)</b>			
2165 Remembrance Parade & Service	472	876	4,000	3,124		3,124	21.9%
2187 Summer Fayre	0	8,726	4,000	(4,726)		(4,726)	218.2%
3188 Grant Aid Fund	0	22,174	45,000	22,826		22,826	49.3%
<b>Arts &amp; Grants-Empowered :- Indirect Expenditure</b>	<b>472</b>	<b>31,777</b>	<b>53,000</b>	<b>21,223</b>	<b>0</b>	<b>21,223</b>	<b>60.0%</b>
<b>Net Income over Expenditure</b>	<b>(505)</b>	<b>(31,677)</b>	<b>(53,000)</b>	<b>(21,323)</b>			
<u>301 External Works-Central Costs</u>							
3101 Salaries - Works	17,360	121,163	232,000	110,837		110,837	52.2%
3102 Salaries - Works Er's NI	1,595	11,120	16,800	5,680		5,680	66.2%

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
3103 Salaries - Works Er's Superann	3,767	26,293	36,100	9,807		9,807	72.8%
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	918	2,370	1,452		1,452	38.7%
3120 Protective Clothing	263	1,057	2,000	943		943	52.9%
3124 Telephone-Works	0	0	1,000	1,000		1,000	0.0%
3127 Subscriptions	0	55	150	95		95	36.7%
3140 Vehicle Insurance	0	0	2,932	2,932		2,932	0.0%
3141 Vehicle Fuel	865	3,741	6,000	2,259		2,259	62.3%
3144 Equipment & Small Tools	0	14	0	(14)		(14)	0.0%
3145 Machinery Costs	379	3,561	10,000	6,439		6,439	35.6%
3154 Maintenance	167	1,217	2,000	783		783	60.9%
9034 Ford Ranger Pick Up	266	2,143	3,863	1,720		1,720	55.5%
9039 Ransomes HR300 Rotary	0	3,397	5,110	1,713		1,713	66.5%
9045 Ransomes Parkway 3	0	1,539	1,200	(339)		(339)	128.3%
9062 John Deere Gator	677	2,992	2,000	(992)		(992)	149.6%
9063 ALKE ATX 340 ED	0	285	1,000	715		715	28.5%

External Works-Central Costs :- Indirect Expenditure	<b>25,440</b>	<b>179,494</b>	<b>327,725</b>	<b>148,231</b>	<b>0</b>	<b>148,231</b>	<b>54.8%</b>
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<b>Net Expenditure</b>	<b>(25,440)</b>	<b>(179,494)</b>	<b>(327,725)</b>	<b>(148,231)</b>			
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302 Allotments

3282 Allotment Rents	7,442	15,511	14,500	(1,011)			107.0%
32581 Grant Received	0	1,000	0	(1,000)			0.0%

Allotments :- Income	<b>7,442</b>	<b>16,511</b>	<b>14,500</b>	<b>(2,011)</b>			<b>113.9%</b>
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3151 Water Charges	59	1,215	2,500	1,285		1,285	48.6%
3233 Allotment Competition	0	0	350	350		350	0.0%
3244 Allotment Maintenance	1,022	1,231	4,000	2,769		2,769	30.8%
3250 Allotment -Polytunnel	0	1,800	0	(1,800)		(1,800)	0.0%

Allotments :- Indirect Expenditure	<b>1,081</b>	<b>4,246</b>	<b>6,850</b>	<b>2,604</b>	<b>0</b>	<b>2,604</b>	<b>62.0%</b>
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<b>Net Income over Expenditure</b>	<b>6,361</b>	<b>12,264</b>	<b>7,650</b>	<b>(4,614)</b>			
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303 Cemetery

3383 Cemetery Fees	2,400	14,890	18,000	3,110			82.7%
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Cemetery :- Income	<b>2,400</b>	<b>14,890</b>	<b>18,000</b>	<b>3,110</b>			<b>82.7%</b>
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3151 Water Charges	0	9	1,000	991		991	0.9%
3154 Maintenance	0	2,210	0	(2,210)		(2,210)	0.0%
3340 Rates - Cemetery	181	905	600	(305)		(305)	150.9%

Cemetery :- Indirect Expenditure	<b>181</b>	<b>3,124</b>	<b>1,600</b>	<b>(1,524)</b>	<b>0</b>	<b>(1,524)</b>	<b>195.2%</b>
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<b>Net Income over Expenditure</b>	<b>2,219</b>	<b>11,767</b>	<b>16,400</b>	<b>4,634</b>			
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## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>304 Edmonds Park</b>							
3151 Water Charges	7	860	1,200	340		340	71.7%
3152 Electricity	436	1,339	1,800	461		461	74.4%
3154 Maintenance	530	6,305	10,000	3,695		3,695	63.0%
3155 Security	630	776	6,000	5,224		5,224	12.9%
3170 Waste Recycling	0	4,250	9,500	5,250		5,250	44.7%
Edmonds Park :- Indirect Expenditure	<u>1,603</u>	<u>13,530</u>	<u>28,500</u>	<u>14,970</u>	<u>0</u>	<u>14,970</u>	<u>47.5%</u>
<b>Net Expenditure</b>	<u>(1,603)</u>	<u>(13,530)</u>	<u>(28,500)</u>	<u>(14,970)</u>			
<b>305 Ladygrove Park</b>							
3183 Lady Grove Park Income	0	200	3,000	2,800			6.7%
3185 Ladygrove Lakes Income	0	2,188	3,000	813			72.9%
Ladygrove Park :- Income	<u>0</u>	<u>2,388</u>	<u>6,000</u>	<u>3,613</u>			<u>39.8%</u>
3152 Electricity	0	(43)	0	43		43	0.0%
3154 Maintenance	0	7,247	7,000	(247)		(247)	103.5%
3165 Ladygrove Lakes	585	7,459	0	(7,459)		(7,459)	0.0%
99124 Tfr from EMR Ladygrove Lakes	0	(3,328)	0	3,328		3,328	0.0%
99126 Tfr from EMR L'grove Staging	0	(1,800)	0	1,800		1,800	0.0%
Ladygrove Park :- Indirect Expenditure	<u>585</u>	<u>9,534</u>	<u>7,000</u>	<u>(2,534)</u>	<u>0</u>	<u>(2,534)</u>	<u>136.2%</u>
<b>Net Income over Expenditure</b>	<u>(585)</u>	<u>(7,146)</u>	<u>(1,000)</u>	<u>6,146</u>			
<b>306 Loyd Park</b>							
3151 Water Charges	0	(1,324)	550	1,874		1,874	(240.7%)
3152 Electricity	0	141	350	209		209	40.3%
3154 Maintenance	0	44,046	0	(44,046)		(44,046)	0.0%
99120 Tfr from EMR Building Repair	0	(43,450)	0	43,450		43,450	0.0%
Loyd Park :- Indirect Expenditure	<u>0</u>	<u>(587)</u>	<u>900</u>	<u>1,487</u>	<u>0</u>	<u>1,487</u>	<u>(65.2%)</u>
<b>Net Expenditure</b>	<u>0</u>	<u>587</u>	<u>(900)</u>	<u>(1,487)</u>			
<b>308 Other Parks &amp; Recreation Areas</b>							
3179 Carbon Return Income	0	2	0	(2)			0.0%
Other Parks & Recreation Areas :- Income	<u>0</u>	<u>2</u>	<u>0</u>	<u>(2)</u>			
3154 Maintenance	191	1,426	5,500	4,074		4,074	25.9%
3166 Millennium Wood Upkeep	0	2,985	3,000	15		15	99.5%
Other Parks & Recreation Areas :- Indirect Expenditure	<u>191</u>	<u>4,411</u>	<u>8,500</u>	<u>4,089</u>	<u>0</u>	<u>4,089</u>	<u>51.9%</u>
<b>Net Income over Expenditure</b>	<u>(191)</u>	<u>(4,409)</u>	<u>(8,500)</u>	<u>(4,091)</u>			

## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

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## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>309 Play Areas</b>							
3149 Bark Top-up	0	1,033	3,000	1,967		1,967	34.4%
3153 Play Equipment Maintenance	3,430	20,032	25,000	4,968		4,968	80.1%
Play Areas :- Indirect Expenditure	<u>3,430</u>	<u>21,065</u>	<u>28,000</u>	<u>6,936</u>	<u>0</u>	<u>6,936</u>	<u>75.2%</u>
<b>Net Expenditure</b>	<b><u>(3,430)</u></b>	<b><u>(21,065)</u></b>	<b><u>(28,000)</u></b>	<b><u>(6,936)</u></b>			
<b>310 Environmental Services</b>							
1183 Bowls Club Rent	0	0	50	50			0.0%
3180 Sports Hire	0	5,190	4,000	(1,190)			129.8%
3184 Funfair Hires	0	2,080	4,000	1,920			52.0%
3198 Bus Shelter Advertising Income	0	0	10,000	10,000			0.0%
Environmental Services :- Income	<u>0</u>	<u>7,270</u>	<u>18,050</u>	<u>10,780</u>			<u>40.3%</u>
3148 Bus Shelter Contract	0	0	10,000	10,000		10,000	0.0%
3150 Plants	58	5,311	1,000	(4,311)		(4,311)	531.1%
3157 Dog Fouling Clean-up Service	243	1,941	3,100	1,159		1,159	62.6%
3158 Trees	300	300	8,500	8,200		8,200	3.5%
3162 Football pitch maintenance	118	2,715	8,000	5,285		5,285	33.9%
3168 Street Furniture Maintenance	645	3,390	3,000	(390)		(390)	113.0%
99134 Tfr from EMR Community Project	0	(7,000)	0	7,000		7,000	0.0%
Environmental Services :- Indirect Expenditure	<u>1,363</u>	<u>6,657</u>	<u>33,600</u>	<u>26,943</u>	<u>0</u>	<u>26,943</u>	<u>19.8%</u>
<b>Net Income over Expenditure</b>	<b><u>(1,363)</u></b>	<b><u>613</u></b>	<b><u>(15,550)</u></b>	<b><u>(16,163)</u></b>			
<b>325 Projects</b>							
32587 CIL Income	710	4,461	0	(4,461)			0.0%
Projects :- Income	<u>710</u>	<u>4,461</u>	<u>0</u>	<u>(4,461)</u>			
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	710	4,461	0	(4,461)		(4,461)	0.0%
99152 Tfr from EMR Pavilions	0	(1,953)	0	1,953		1,953	0.0%
Projects :- Indirect Expenditure	<u>710</u>	<u>9,487</u>	<u>10,000</u>	<u>513</u>	<u>0</u>	<u>513</u>	<u>94.9%</u>
<b>Net Income over Expenditure</b>	<b><u>0</u></b>	<b><u>(5,027)</u></b>	<b><u>(10,000)</u></b>	<b><u>(4,974)</u></b>			
<b>401 C H General Administration</b>							
1000 Main Hall	3,360	29,466	55,000	25,534			53.6%
1001 Northbourne Room	934	7,871	12,000	4,129			65.6%

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## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1002 Ladygrove Room	2,169	19,480	25,000	5,520			77.9%
1003 All Saints Room	1,052	5,863	10,000	4,137			58.6%
1004 Park Room	759	4,170	8,000	3,830			52.1%
1005 Weddings	0	592	0	(592)			0.0%
1009 Events Package Income	0	7,726	0	(7,726)			0.0%
1011 Millbrook Room	0	25	2,000	1,975			1.3%
1020 Other Income	472	2,125	1,000	(1,125)			212.5%
<b>C H General Administration :- Income</b>	<b>8,747</b>	<b>77,319</b>	<b>113,000</b>	<b>35,681</b>			<b>68.4%</b>
3155 Security	600	650	0	(650)		(650)	0.0%
4001 Salaries - Civic Hall	4,500	36,910	48,000	11,090		11,090	76.9%
4002 Salaries - Civic Hall Er's Ni	182	1,469	0	(1,469)		(1,469)	0.0%
4003 Salaries - C.Hall Er's Superan	904	6,649	0	(6,649)		(6,649)	0.0%
4012 Water Charges	712	(3,049)	12,000	15,049		15,049	(25.4%)
4014 Light & Heat	1,635	16,138	40,000	23,862		23,862	40.3%
4015 Cleaning and Hygiene	2,266	17,598	30,000	12,402		12,402	58.7%
4016 Uniform	0	0	1,000	1,000		1,000	0.0%
4018 Waste Disposal	291	2,622	3,500	878		878	74.9%
4022 Telephone	0	50	1,000	950		950	5.0%
4023 Licenses	941	2,786	4,000	1,214		1,214	69.6%
4024 Event Costs	0	150	0	(150)		(150)	0.0%
4027 Advertising/Marketing	0	0	1,000	1,000		1,000	0.0%
4042 Equipment	102	1,204	10,000	8,796		8,796	12.0%
4043 Repairs and Maintenance	424	32,696	10,000	(22,696)		(22,696)	327.0%
4044 Maintenance Contracts	255	16,471	15,000	(1,471)		(1,471)	109.8%
4045 Repair/Upgrade PA System	0	349	2,000	1,651		1,651	17.5%
4051 Stocktakers Fees	0	0	300	300		300	0.0%
4052 Accountancy Charges	38	918	500	(418)		(418)	183.6%
4054 NNDR	(36,824)	(12,096)	50,000	62,096		62,096	(24.2%)
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%
99120 Tfr from EMR Building Repair	0	(22,651)	0	22,651		22,651	0.0%
<b>C H General Administration :- Indirect Expenditure</b>	<b>(23,974)</b>	<b>98,862</b>	<b>230,300</b>	<b>131,438</b>	<b>0</b>	<b>131,438</b>	<b>42.9%</b>
<b>Net Income over Expenditure</b>	<b>32,721</b>	<b>(21,543)</b>	<b>(117,300)</b>	<b>(95,758)</b>			
<u>402 C H Bar</u>							
1050 Bar Sales	2,657	11,757	15,000	3,243			78.4%
<b>C H Bar :- Income</b>	<b>2,657</b>	<b>11,757</b>	<b>15,000</b>	<b>3,243</b>			<b>78.4%</b>
3000 Bar Purchases	111	5,937	7,500	1,563		1,563	79.2%

Continued over page

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## Detailed Income &amp; Expenditure by Budget Heading 31/10/2023

Month No: 7

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
3010 Salaries - Bar Staff	1,009	1,009	0	(1,009)		(1,009)	0.0%
3020 Bar Sundries	28	163	500	337		337	32.5%
3154 Maintenance	78	1,200	3,000	1,800		1,800	40.0%
<b>C H Bar :- Indirect Expenditure</b>	<b>1,226</b>	<b>8,309</b>	<b>11,000</b>	<b>2,691</b>	<b>0</b>	<b>2,691</b>	<b>75.5%</b>
<b>Net Income over Expenditure</b>	<b>1,430</b>	<b>3,447</b>	<b>4,000</b>	<b>553</b>			
<b>403 C H Catering</b>							
1075 Food and Berverage Income	1,699	5,793	3,000	(2,793)			193.1%
1100 Catering Income - Food	2,678	5,705	6,000	295			95.1%
<b>C H Catering :- Income</b>	<b>4,377</b>	<b>11,498</b>	<b>9,000</b>	<b>(2,498)</b>			<b>127.8%</b>
3100 Food and Beverage Costs	2,217	3,619	4,500	881		881	80.4%
4350 CH Kitchen Maintenance	0	120	2,500	2,380		2,380	4.8%
<b>C H Catering :- Indirect Expenditure</b>	<b>2,217</b>	<b>3,739</b>	<b>7,000</b>	<b>3,261</b>	<b>0</b>	<b>3,261</b>	<b>53.4%</b>
<b>Net Income over Expenditure</b>	<b>2,160</b>	<b>7,758</b>	<b>2,000</b>	<b>(5,758)</b>			
<b>Grand Totals:- Income</b>	<b>37,565</b>	<b>3,959,436</b>	<b>1,596,405</b>	<b>(2,363,031)</b>			<b>248.0%</b>
<b>Expenditure</b>	<b>543,240</b>	<b>2,096,581</b>	<b>1,592,905</b>	<b>(503,676)</b>	<b>0</b>	<b>(503,676)</b>	<b>131.6%</b>
<b>Net Income over Expenditure</b>	<b>(505,675)</b>	<b>1,862,855</b>	<b>3,500</b>	<b>(1,859,355)</b>			
<b>Movement to/(from) Gen Reserve</b>	<b>(505,675)</b>	<b>1,862,855</b>					

## Detailed Balance Sheet - Excluding Stock Movement

Month 7 Date 31/10/2023

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
101	Bookings Debtors	9,719
105	Vat Due	102,951
114	Cycle to Work Scheme	170
140	Bar Stock	4,415
200	Unity Current Account	535,404
201	Civic Hall Current Account	146,442
202	CCLA Deposit Fund	2,287,980
220	Petty Cash	10
224	Civic Hall Bar Floats	260
295	Barclaycard Account	(1,760)
<b>Total Current Assets</b>		<b>3,085,590</b>
<u>Current Liabilities</u>		
500	Creditors	398,503
503	Allotment Holding Deposit	11,718
505	Mayors Charity Account	(40)
525	PAYE/NI Due	9,941
526	Superannuation Due	10,790
540	Oxfordshire PTC (NHS)	305
565	CH Holding Deposits	1,623
580	Retentions	63,679
<b>Total Current Liabilities</b>		<b>496,519</b>
<b>Net Current Assets</b>		<b>2,589,072</b>
<b>Total Assets less Current Liabilities</b>		<b>2,589,072</b>

Represented by :-

301	Current Year Fund	1,862,856
310	General Reserve	77,938
317	EMR CIL Splash Park	121,000
320	Building Repair Fund	52,616
321	Cemetery Fund	2,990
323	Skatepark Refurbishment	13,616
324	Ladygrove Lakes	1,918
325	Ladygrove Park	6,357
326	Ladygrove Lakes Staging Fund	18,200
328	CIL	111,439
329	EMR Election Fund	22,511
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
360	EMR Groundskeeping Equipment	7,466

Detailed Balance Sheet - Excluding Stock Movement

Month 7 Date 31/10/2023

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<u>A/c</u>	<u>Description</u>	<u>Actual</u>
	Total Equity	<u>2,589,072</u>



## Detailed Profit and Loss Account - Excluding Stock Movement

Month 7 Date 31/10/2023

<u>Account</u>	<u>Sales/Income</u>	<u>Month Actual</u>	<u>YTD Actual</u>
1000	Main Hall	3,360	29,466
1001	Northbourne Room	934	7,871
1002	Ladygrove Room	2,169	19,480
1003	All Saints Room	1,052	5,863
1004	Park Room	759	4,170
1005	Weddings	0	592
1009	Events Package Income	0	7,726
1011	Millbrook Room	0	25
1020	Other Income	472	2,125
1050	Bar Sales	2,657	11,757
1075	Food and Beverage Income	1,699	5,793
1100	Catering Income - Food	2,678	5,705
1176	Precept	0	1,331,855
1195	Miscellaneous Income	5	21
1196	Interest Received	4,731	23,671
1769	Willowbrook Income	6,210	53,794
1805	Income -Materials Fleet Meadow	0	98
1806	Income -Labour Fleet Meadow	320	1,969
1999	Loan Proceeds	0	2,400,000
3179	Carbon Return Income	0	2
3180	Sports Hire	0	5,190
3183	Lady Grove Park Income	0	200
3184	Funfair Hires	0	2,080
3185	Ladygrove Lakes Income	0	2,188
3282	Allotment Rents	7,442	15,511
3383	Cemetery Fees	2,400	14,890
9041	Summer Fayre - Income	(33)	100
32580	S 106 Devel's Cont's Received	0	1,833
32581	Grant Received	0	1,000
32587	CIL Income	710	4,461
	<b>Total Sales/Income</b>	<b>37,565</b>	<b>3,959,436</b>

<u>Account</u>	<u>Indirect/Overhead Expenditure</u>		
1101	Salaries - Admin	16,441	132,506
1102	Salaries - Admin Er's NI	1,670	13,549
1103	Salaries - Admin Er's Superann	3,568	28,754
1104	Agency Staffing	1,467	7,553
1108	Training and Conferences	1,342	5,009
1109	Staff Travel	235	2,264
1111	Rate Admin Offices	720	5,044
1121	Telephone/Fax/Internet	237	1,937
1123	Stationery	310	1,639
1124	Subscriptions	0	4,127
1126	Photocopier	0	1,445
1128	Postage-Frinking	26	381
1129	Miscellaneous Admin Costs	54	261
1132	Outside Service Provider HR/HS	100	900
1152	Bank Charges	42	1,452
1155	Internal Audit	500	500
1157	External Audit	0	100
1158	Legal & Professional Fees	1,088	1,238

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## Detailed Profit and Loss Account - Excluding Stock Movement

Month 7 Date 31/10/2023

	Month Actual	YTD Actual
1159	Accounting Support	0
1160	IT Maintenance/Website	3,237
1171	Contingency	825
1173	Green Projects	0
1197	Office water cooler	22
1205	Members Training	0
1206	Mayors Allowance	0
1235	Civic Functions	0
1269	Election Costs	0
1271	CCTV Contribution	0
1701	Salaries Willowbrook	3,472
1703	Employers Superann Willowbrook	94
1710	Willowbrook Business Rates	(36,160)
1720	Willowbrook Contracts	2,237
1725	Willowbrook ICT/Internet	548
1730	Willowbrook Equipment	264
1766	Willowbrook Utilities	3,482
1767	Willowbrook Site Maintenance	335
1866	Materials - Fleet Meadow	0
1944	Christmas Lights	362
1947	Office Equipment & Furniture	0
1948	PWLB-Repayments	0
1949	PWLB-Interest	0
1952	Groundskeeping Equipment	0
1953	CAP - Solar Panels	0
1955	CAP - Edmonds Park Pavilion	522,199
2165	Remembrance Parade & Service	472
2187	Summer Fayre	0
3000	Bar Purchases	111
3010	Salaries - Bar Staff	1,009
3020	Bar Sundries	28
3100	Food and Beverage Costs	2,217
3101	Salaries - Works	17,360
3102	Salaries - Works Er's NI	1,595
3103	Salaries - Works Er's Superann	3,767
3108	Staff Travel	103
3120	Protective Clothing	263
3127	Subscriptions	0
3141	Vehicle Fuel	865
3144	Equipment & Small Tools	0
3145	Machinery Costs	379
3149	Bark Top-up	0
3150	Plants	58
3151	Water Charges	66
3152	Electricity	436
3153	Play Equipment Maintenance	3,430
3154	Maintenance	965
3155	Security	1,230
3157	Dog Fouling Clean-up Service	243
3158	Trees	300
3162	Football pitch maintenance	118
3165	Ladygrove Lakes	585

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## Detailed Profit and Loss Account - Excluding Stock Movement

Month 7 Date 31/10/2023

	Month Actual	YTD Actual
3166 Millennium Wood Upkeep	0	2,985
3168 Street Furniture Maintenance	645	3,390
3170 Waste Recycling	0	4,250
3188 Grant Aid Fund	0	22,174
3244 Allotment Maintenance	1,022	1,231
3250 Allotment -Polytunnel	0	1,800
3340 Rates - Cemetery	181	905
4001 Salaries - Civic Hall	4,500	36,910
4002 Salaries - Civic Hall Er's Ni	182	1,469
4003 Salaries - C.Hall Er's Superan	904	6,649
4012 Water Charges	712	(3,049)
4014 Light & Heat	1,635	16,138
4015 Cleaning and Hygiene	2,266	17,598
4018 Waste Disposal	291	2,622
4022 Telephone	0	50
4023 Licenses	941	2,786
4024 Event Costs	0	150
4042 Equipment	102	1,204
4043 Repairs and Maintenance	424	32,696
4044 Maintenance Contracts	255	16,471
4045 Repair/Upgrade PA System	0	349
4052 Accountancy Charges	38	918
4054 NNDR	(36,824)	(12,096)
4105 Stationery	0	(2)
4350 CH Kitchen Maintenance	0	120
9034 Ford Ranger Pick Up	266	2,143
9039 Ransomes HR300 Rotary	0	3,397
9045 Ransomes Parkway 3	0	1,539
9062 John Deere Gator	677	2,992
9063 ALKE ATX 340 ED	0	285
32518 Edmonds Park	0	(700)
32525 Pavilion build	0	7,680
99028 Tfr to EMR CiL	710	4,461
99029 Tfr to EMR Elections	0	34,260
99120 Tfr from EMR Building Repair	0	(66,101)
99124 Tfr from EMR Ladygrove Lakes	0	(3,328)
99126 Tfr from EMR L'grove Staging	0	(1,800)
99127 Tfr from EMR Building Proj Fee	0	(34,260)
99128 Tfr from EMR CiL	0	(48,896)
99129 Tfr from EMR Elections	0	(13,085)
99134 Tfr from EMR Community Project	0	(7,000)
99152 Tfr from EMR Pavilions	0	(1,953)
99160 Tfr from EMR Grounds Equip	0	(2,420)
<b>Total Indirect/Overhead Expenditure</b>	<b>543,240</b>	<b>2,096,581</b>
<b>Operating Profit</b>	<b>(505,675)</b>	<b>1,862,855</b>
<b>% Operating Profit</b>	<b>-1,346.14%</b>	<b>47.05%</b>
<u>Account</u> <u>Other Costs &amp; Income</u>		
99999 Discounts	0	(1)
<b>Total Other Costs &amp; Income</b>	<b>0</b>	<b>(1)</b>

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**Detailed Profit and Loss Account - Excluding Stock Movement**

**Month 7 Date 31/10/2023**

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	<u>Month Actual</u>	<u>YTD Actual</u>
Profit before Appropriations	(505,675)	1,862,856
% Profit before Appropriations	-1,346.14%	47.05%

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## Purchase Ledger Aged Account Balances

User: RLB

## Outstanding Balances by Month as at 31/10/2023

A/C Code	Supplier Name	Balance	Oct 2023	Sep 2023	Aug 2023	Prior Months	On A/c Pymnts
<b>Ledger No 1: Bought Ledger 1</b>							
A56	AUDITING SOL	600.00	600.00	0.00	0.00	0.00	0.00
ABBEYBRA	ABBEY BRASS	150.00	150.00	0.00	0.00	0.00	0.00
AIRIT	AIR IT	228.00	228.00	0.00	0.00	0.00	0.00
B05	BT 45763302	1,474.84	0.00	59.74	0.00	1,415.10	0.00
BELLMG	BELL M PA SERVICES	280.00	280.00	0.00	0.00	0.00	0.00
BGAS-	BRIT GAS 603752622	1,490.55	1,490.55	0.00	0.00	0.00	0.00
BHDOORS	BH DOORS	402.00	402.00	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
C11	CLEAR CHANNEL	12,000.00	12,000.00	0.00	0.00	0.00	0.00
C62	CALBER FACILITIES	1,512.00	1,512.00	0.00	0.00	0.00	0.00
COLLARD	COLLARD ENVIRONMENTA	276.00	276.00	0.00	0.00	0.00	0.00
CORONA	CORONA ENERGY	4,551.57	0.00	0.00	0.00	4,551.57	0.00
CW-ASR302	CASTLE WATER 2288227	-335.07	0.00	-392.67	0.00	224.12	-166.52
CW-CH401	CASTLE WATER 2332129	712.02	712.02	0.00	0.00	0.00	0.00
CW-CRA302	CASTLE WATER 2325652	-336.65	0.00	-336.65	0.00	0.00	0.00
CW-LP306	CASTLE WATER 2279303	-2,612.65	0.00	0.00	0.00	-2,612.65	0.00
CW-TCEP304	CASTLE WATER 2374904	-876.69	0.00	0.00	100.19	-976.88	0.00
CW-WB108	CASTLE WATER 3126378	1,190.05	1,190.05	0.00	0.00	0.00	0.00
DCKAS	DCK ACCOUNTING	1,114.08	1,114.08	0.00	0.00	0.00	0.00
DCKPS	DCK PAYROLL SOLUTION	646.80	646.80	0.00	0.00	0.00	0.00
DIRECT	DIRECT 365	122.04	122.04	0.00	0.00	0.00	0.00
E02	EARTHANCHORS	774.00	774.00	0.00	0.00	0.00	0.00
E19	ESPO	95.58	95.58	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	24.65	24.65	0.00	0.00	0.00	0.00
GRUNDON	GRUNDON WASTE	587.86	587.86	0.00	0.00	0.00	0.00
L09	LYRECO	220.06	220.06	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	359,766.00	359,766.00	0.00	0.00	0.00	0.00
M50	MICROSHADE	373.44	0.00	0.00	0.00	0.00	0.00
MOBILEMINI	MOBILE	83.42	83.42	0.00	0.00	0.00	0.00
O14	OPUS ENERGY	-8,679.39	0.00	0.00	103.10	-8,744.03	-38.46
P21	PLAYSAFETY	881.00	881.00	0.00	0.00	0.00	0.00
PERSONNEL	PERSONNAL ADVICE	-240.00	120.00	0.00	0.00	0.00	-360.00
PPLPRS	PPL PRS	2,235.88	2,235.88	0.00	0.00	0.00	0.00
PRINTERLAN	PRINTERLAND	468.00	468.00	0.00	0.00	0.00	0.00
RIDGE	RIDGE	9,737.80	9,737.80	0.00	0.00	0.00	0.00
RO9	R B LEGION	27.50	27.50	0.00	0.00	0.00	0.00
S44	SCORPION SIGNS	57.60	57.60	0.00	0.00	0.00	0.00
S71	SPALDINGS	163.87	132.61	0.00	0.00	0.00	0.00
S86	SUN WATER	26.40	26.40	0.00	0.00	0.00	0.00
S90	SELD RAM SUPPLIES	241.18	241.18	0.00	0.00	0.00	0.00
S101	SCREWFIX	106.21	106.21	0.00	0.00	0.00	0.00
SHIELD	SHIELD MAINTENANCE	523.10	523.10	0.00	0.00	0.00	0.00
SLOANECUR	SLOANE CURTIS	139.00	0.00	0.00	0.00	0.00	0.00
SYLVA	SYLVA CONSULTANCY	360.00	360.00	0.00	0.00	0.00	0.00
Sub Total C/Fwd		393,426.98	400,080.89	-669.58	203.29	-6,166.34	-564.98

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## Outstanding Balances by Month as at 31/10/2023

A/C Code	Supplier Name	Balance	Oct 2023	Sep 2023	Aug 2023	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	393,426.98	400,080.89	-669.58	203.29	-6,166.34	-564.98
<b>Ledger No 1: Bought Ledger 1 (Continued)</b>							
T01	TRAVIS PERKINS	30.00	0.00	0.00	0.00	0.00	0.00
T35	TOTAL PEST CONTROL	252.00	0.00	0.00	0.00	0.00	0.00
VALETRAIN	VALE TRAINING	600.00	600.00	0.00	0.00	0.00	0.00
VITAPLAY	VITA PLAY	4,116.00	4,116.00	0.00	0.00	0.00	0.00
WELLERS HEWELLERS	HEDLEYS	1,143.60	1,143.60	0.00	0.00	0.00	0.00
WHITEHORS	WHITE HORSE BREWERY	133.20	133.20	0.00	0.00	0.00	0.00
	<b>Total Purchase</b>	<b>399,701.78</b>	<b>406,073.69</b>	<b>-669.58</b>	<b>203.29</b>	<b>-6,166.34</b>	<b>-564.98</b>
	<b>TOTAL PURCHASE LEDGER BALANCES</b>	<b>399,701.78</b>	<b>406,073.69</b>	<b>-669.58</b>	<b>203.29</b>	<b>-6,166.34</b>	<b>-564.98</b>

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## Sales Ledger Aged Account Balances

User: RLB

## Outstanding Balances by Month as at 31/10/2023

A/C Code	Customer Name	Balance	Oct 2023	Sep 2023	Aug 2023	Prior Months	On A/c Pymnts
<b>Ledger No 1: Bookings</b>							
AAAAGEUK	AGE UK	946.36	484.08	480.48	0.00	-18.20	0.00
AAAYCSW	YOUNG CARERS SUPPORT	63.00	0.00	0.00	0.00	63.00	0.00
AABB	ELAINE BYWATERS	261.12	130.56	0.00	130.56	0.00	0.00
AABFYC	BE FREE YOUNG CARERS	251.58	0.00	147.00	94.08	109.20	-98.70
AADCP	DCP	120.60	0.00	0.00	0.00	120.60	0.00
AAEDDFIT	EDDS FITNESS	204.48	0.00	0.00	0.00	204.48	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	3.60	0.00	0.00	0.00	3.60	0.00
AAOCFA	JANE HOSKINS	219.60	0.00	0.00	0.00	219.60	0.00
AAOD	OXFORD DIOCESE	-59.00	0.00	0.00	0.00	78.00	-137.00
AARC&TST	RAILWAYCORRESPONDENC	67.56	67.56	0.00	0.00	0.00	0.00
AARCOUNCI	RIVERSIDECOUNSELLING	-295.82	0.00	0.00	0.00	137.72	-433.54
AASA	STYLE ACRE	639.85	293.76	0.00	0.00	726.27	-380.18
AASSC	SILVERSLIPPERCLUB	137.67	0.00	0.00	0.00	174.38	-36.71
AATVI	THAMES VALLEY INITIA	-219.62	0.00	0.00	0.00	216.30	-435.92
AATVP	THAMES VALLEY POLICE	-18.00	0.00	0.00	0.00	0.00	-18.00
AATWG	TWG	59.70	59.70	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	678.95	0.00	0.00	192.60	578.75	-92.40
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	0.00	127.32	0.00
DEERSPIRIT	DEERSPIRIT	50.40	0.00	50.40	0.00	0.00	0.00
DID SPEAK	DIDCOT SPEAKERS	227.15	58.66	0.00	0.00	413.71	-245.22
DIDCOTCASJ	DIDCOT CASUALS JUN	-80.00	0.00	0.00	0.00	-80.00	0.00
DIDU3A	DIDCOT U3A	22.08	0.00	0.00	0.00	22.08	0.00
DWM	DWM	105.60	0.00	105.60	0.00	0.00	0.00
ELUWAH	ELUWAH	25.20	25.20	0.00	0.00	0.00	0.00
FLB	BELLO	682.64	0.00	0.00	0.00	682.64	0.00
FMCHT	FM CH TRUST	59.44	59.44	0.00	0.00	0.00	0.00
GWRS	GWRS	210.00	210.00	0.00	0.00	0.00	0.00
HARWELLSH	HARWELLS	80.64	0.00	80.64	0.00	0.00	0.00
HFTCLARE	HFTCLARE	347.76	100.80	246.96	0.00	0.00	0.00
JAMIEC	JAMIEOXCC	72.00	0.00	72.00	0.00	0.00	0.00
JERLLOYD	JERESAND VALE	429.63	0.00	0.00	0.00	429.63	0.00
JOALLMOND	JOALLMO	15.00	0.00	0.00	0.00	15.00	0.00
KINGDOMPR	KINGDOM	112.00	0.00	0.00	0.00	112.00	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
OCCSEN	SEN TEAM OCC	194.20	0.00	0.00	0.00	194.20	0.00
ORDERSTJO	STJOHN	311.40	311.40	0.00	0.00	0.00	0.00
OXFORDMIN	OXFMIND	21.00	0.00	0.00	21.00	0.00	0.00
OXFWIMARY	OXFORD WI	105.00	0.00	0.00	0.00	214.98	-109.98
OXLIBDEMS	OXLIBDEMS	196.80	0.00	196.80	0.00	0.00	0.00
OXMINDSAR	MINDSARA	99.60	15.60	84.00	0.00	0.00	0.00
Sub Total C/Fwd		<b>6,678.75</b>	<b>1,816.76</b>	<b>1,463.88</b>	<b>438.24</b>	<b>5,308.05</b>	<b>-2,348.18</b>

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## Outstanding Balances by Month as at 31/10/2023

A/C Code	Customer Name	Balance	Oct 2023	Sep 2023	Aug 2023	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	<b>6,678.75</b>	<b>1,816.76</b>	<b>1,463.88</b>	<b>438.24</b>	<b>5,308.05</b>	<b>-2,348.18</b>
<b>Ledger No 1: Bookings (Continued)</b>							
PAULLATHA	PLATHAM	19.20	9.60	0.00	0.00	9.60	0.00
PINTSIZED	PINT SIZED PEOPLE	-40.00	0.00	0.00	0.00	0.00	-40.00
RESTOREC	RESTOREC	336.00	336.00	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	0.00	126.00	0.00
SEEABILITE	SEEABILITE	106.26	106.26	0.00	0.00	0.00	0.00
SEN	CHILDEDUOCC	861.80	147.00	0.00	0.00	714.80	0.00
SODCCULLIF	CULLIFORD	64.50	0.00	0.00	0.00	64.50	0.00
SODCKAREN	SODCKAREN	254.95	254.95	0.00	0.00	0.00	0.00
SODCNEWC	NEWCOMB	339.57	339.57	0.00	0.00	0.00	0.00
SOMA	SOMA	140.00	0.00	0.00	0.00	140.00	0.00
STYLEEMMA	STYLEEMMA	222.60	0.00	0.00	0.00	222.60	0.00
THT	TERRENCE HIGGINS	7.00	0.00	0.00	0.00	7.00	0.00
WESTBERKS	WESTBERKS	201.60	0.00	0.00	0.00	201.60	0.00
WYNTERSW	WYNTERS WISH	182.00	0.00	0.00	0.00	182.00	0.00
ZUMBAGOL	ZGOLD	120.96	0.00	120.96	0.00	0.00	0.00
	<b>Total Sales Led</b>	<b>9,718.99</b>	<b>3,010.14</b>	<b>1,584.84</b>	<b>438.24</b>	<b>7,202.95</b>	<b>-2,517.18</b>
	<b>TOTAL SALES LEDGER BALANCES</b>	<b>9,718.99</b>	<b>3,010.14</b>	<b>1,584.84</b>	<b>438.24</b>	<b>7,202.95</b>	<b>-2,517.18</b>



## List of Payments made between 01/10/2023 and 31/10/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/10/2023	SODC Cemetery Rates	Std Ord	181.00		SODC Cemetery Rates - 5025071
01/10/2023	SODC Office Rates	Std Ord	720.00		SODC Office Rates - 5335613
02/10/2023	CCLA Deposit Fund	Transfer	136,667.00		CCLA PSDF Account
02/10/2023	John Deere	Std Ord	328.01		John Deere Gator
02/10/2023	Lex Autolease Limited	DD1	318.94		4600/BP68MHX 3Oct-2Nov
02/10/2023	Personnel Advice & Solutions L	S/O	120.00		Purchase Ledger Payment
10/10/2023	Barclaycard Charges Sep2023	DD	68.38		Barclaycard Charges Sep2023
11/10/2023	Air IT Limited	EBP1	1,431.88		4530/Microsoft 365 Sep2023
11/10/2023	Blachere	EBP2	4,582.80		4531/Xmas lights install yr2
11/10/2023	Thomas A Buckle	EBP3	1,620.01		4532/Cemetery gate pillar
11/10/2023	Creative Catering	EBP4	3,456.00		4563/Buffer - 23Feb2023
11/10/2023	Collard Environmental Ltd	EBP5	641.09		4552/Waste disposal 5Sep
11/10/2023	EE Limited	EBP6	110.48		4555/Mobile phones Sep23
11/10/2023	Farol Limited	EBP7	252.60		4557/Ransome mower puncture
11/10/2023	First Aid Matters Ltd	EBP8	360.00		4558/Medical cover 12Nov23
11/10/2023	Fleet Meadow Community Hall Tr	EBP9	1,315.74		4559/FMCHT income Aug2023
11/10/2023	Grundon Waste Management Ltd	EBP10	509.57		4561/Waste disposal Aug2023
11/10/2023	Heathland Group Ltd	EBP11	1,802.54		4562/Solar panel installation
11/10/2023	Moore East Midlands	EBP12	2,520.00		4567/External audit 2022-23
11/10/2023	Microshade Business Consultant	EBP13	373.44		4564/Omega hosting Sep2023
11/10/2023	Millbrook Property Services	EBP14	324.00		4565/Window cleaning Sep23
11/10/2023	M & J Didcock Funeral Services	EBP15	450.00		4566/Burial refund re D Mobbs
11/10/2023	Mobile Mini	EBP16	83.42		4521/Storage unit 31Jul-27Aug
11/10/2023	Polar Cooling Services Ltd	EBP17	842.40		4581/Fit internal door locks
11/10/2023	Ricoh	EBP18	1,344.42		4569/Copier rental 1Sep-30Nov
11/10/2023	SSE Energy Supply Ltd	EBP19	1,324.71		4575/Ac41905777 2Aug-1Sep23
11/10/2023	SSE Energy Supply Ltd	EBP20	238.44		4570/Ac731907498 10May-26Jul
11/10/2023	SSE Energy Supply Ltd	EBP21	223.19		4571/Gas531905020 1-31Aug23
11/10/2023	Travis Perkins Trading Company	EBP22	97.22		4578/Timber bolts
11/10/2023	P A Turney Ltd	EBP23	110.83		4526/Bug screen replacement
11/10/2023	Vita Play Limited	EBP24	8,100.00		4579/Replace Seesaws
11/10/2023	Ridge & Partners LLP	EBP25	9,737.80		4605/Prof fees pymnt 6
11/10/2023	S R Cooper	EBP26	653.41		4606/Electric window opener
12/10/2023	Space Store Ltd	EBP	40.00		Space Store -Ed Fest Refund
12/10/2023	HMRC PAYE/NI Sep2023	EBP	10,127.09		HMRC PAYE/NI Sep2023
12/10/2023	OCC Superann Sep2023	EBP	11,035.74		OCC Superann Sep2023
17/10/2023	Salaries October 2023	EBP	33,111.56		Salaries October 2023
18/10/2023	Midcounties Co-Op	DD	1,006.27		Midcounties Co-Op Fuel Aug2023
19/10/2023	Sloane Curtis Solutions Ltd	DD2	139.24		4713/Phone charges
23/10/2023	Barclaycard Account	DD	1,298.34		Barclaycard Commercial
23/10/2023	SSE Energy Supply Ltd	DD3	1,377.39		4666/Ac2019908289 1-30Sep23
24/10/2023	LIFE Build Solutions Limited	EBP	113,145.00		4627/Interim application 5
25/10/2023	2commune	EBP1	180.00		4620/Domain name renewal
25/10/2023	OPC Drain Services	EBP2	100.80		4604/Clear car park drains
25/10/2023	Carlton Services	EBP3	1,296.00		4588/Extraction equip mntnce
25/10/2023	Collard Environmental Ltd	EBP4	537.60		4589/Waste disposal Sep2023
25/10/2023	DCK Accounting Solutions Ltd	EBP5	1,537.92		4591/DRK Attendance F&GP 25Sep
25/10/2023	Espn	EBP6	51.96		4593/Stationery

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## Unity Current Account

## List of Payments made between 01/10/2023 and 31/10/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/10/2023	Ever Brite Cleaning Services L	EBP7	2,535.54		4594/Cleaning services Sep2023
25/10/2023	Executive Alarms Ltd	EBP8	403.20		4626/Alarm call out 2Oct23
25/10/2023	FLEET (LINEMARKERS) LTD	EBP9	649.92		4630/Pitchmarking paint
25/10/2023	Greenfield Farm Partnership	EBP10	555.60		4598/Xmas trees x3
25/10/2023	Hawkins Roofing Ltd	EBP11	27,181.56		4599/Roof works
25/10/2023	Heathland Group Ltd	EBP12	78.35		4621/Late payment charges
25/10/2023	Lyreco UK Limited	EBP13	925.83		4602/Catering supplies
25/10/2023	Mobile Mini	EBP14	83.42		4603/Storage unit 25Sep-22Oct
25/10/2023	Polar Cooling Services Ltd	EBP15	348.00		4628/Plumbing repairs
25/10/2023	SOUTH OXFORDSHIRE DISTRICT	EBP16	13,084.82		4610/By-election 27Jul
25/10/2023	Spaldings (UK) Limited	EBP17	900.42		4614/Safety spectacles
25/10/2023	Sun Water Coolers Ltd	EBP18	29.29		4616/Office water cooler
25/10/2023	Screwfix Direct Ltd T/As Trade	EBP19	127.96		4607/Small tools
25/10/2023	Sprint Door Systems Ltd	EBP20	510.00		4615/Roller shutter servicing
25/10/2023	S R Cooper	EBP21	509.21		4623/Electric window opener
25/10/2023	Shield Maintenance Ltd	EBP22	523.10		4609/Sanitary waste disposal
25/10/2023	Travis Perkins Trading Company	EBP23	21.35		4617/Line marking paint
25/10/2023	Total Pest Control (UK) Ltd	EBP24	288.00		4619/Quarterly pest control
25/10/2023	Nicholas White	EBP25	135.00		4622/Northbrook consultancy
25/10/2023	Castle Water TW1589256343	EBP26	8.34		4646/Water2564747 1-30Sep23
25/10/2023	Castle Water Limited	EBP27	197.82		4648/Water3170900 1-30Sep23
25/10/2023	SSE Energy Supply Ltd	EBP28	457.74		4661/Ac111906893 30Jun-1Oct
25/10/2023	SSE Energy Supply Ltd	EBP29	1,689.64		4662/Ac41905777 2Sep-1Oct
25/10/2023	SSE Energy Supply Ltd	EBP30	238.24		4663/Ac531905020 1-30Sep23
25/10/2023	SCS Oxon Ltd	EBP31	990.00		4670/Remove h.basket columns
25/10/2023	Betsy De Thierry	EBP32	306.58		Betsy De Thierry -S/L Refund
25/10/2023	BOC	DD4	34.02		4583/Bar gas bottle
26/10/2023	LIFE Build Solutions Limited	ebp	113,145.00		4627/Interim application 5
30/10/2023	John Deere	Std Ord	328.01		John Deere Gator
31/10/2023	Personnel Advice & Solutions L	S.O	120.00		Purchase Ledger Payment
<b>Total Payments</b>			<b>522,300.19</b>		

Date: 06/11/2023

Didcot Town Council

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Time: 17:40

Civic Hall Current Account

List of Payments made between 01/10/2023 and 31/10/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/10/2023	Direct 365	DD1	122.04		4592/Hand dryers 12Sep-11Oct
20/10/2023	Matthew Clark	DD2	1,210.87		4696/Bar supplies
<b>Total Payments</b>			<u>1,332.91</u>		

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## Finance and General Purposes Committee 18<sup>th</sup> December 2023

Report author: Janet Wheeler



### Report for consideration of the budget for 2024 - 2025

The F&GP Committee need to make recommendations on projected income and expenditure for the next financial year. This report is to accompany some detailed figures looking at our projected income and expenditure for 2023 – 2024 and proposed figures for 2024-2025. Variables are shown to allow the F&GP Committee to see how the different areas of DTC business are changing and the percentage.

Throughout the year the F&GP Committee receive regular financial reporting including monthly final accounts; reports on the status of the current budget in the 2023-2024 financial year and individual reporting on the major flow of income and expenditure on defined projects such as the new Edmonds Park Community and Sports Pavilion.

#### The precept

SODC has confirmed the tax base for the next financial year along with the numbers of new housing. The precept level will be considered in item 8 on the agenda and for the purposes of the other budget figures – we have put in a working precept of £1,470,433 (up from the current precept of £1,331,855). The precept and the budget proposals must then be agreed and presented for approval at the full Council meeting on 8<sup>th</sup> January 2024.

#### Budget details

The Town Clerk, the Deputy Town Clerk and Cllr Worgan have worked with DCK Accounting Solutions to scrutinise current income and expenditure and project where we think the final figures will be at the end of this financial year. The concern on the levels of the general reserves needs to be taken into account as they are currently below the recommended level of three months of cash flow. The figures also need to be worked into the medium term finance plan to help DTC to plan for future expenditure on key projects.

At the meeting we managed to trim around £116k from the draft budget figures presented to this Committee at the November meeting. This still left a £37k gap based on a 5% increase in Band D council tax which will be considered in more detail in the next item on the agenda.

There are four reports to review:

- **Annual Budget – By centre with the 2024 – 2025** column figures giving a balanced budget of £1,779,683. This figure will change if F&GP wish to amend any cost centres. Day to day business could also change this figure as we have around four months until we reach year end. Any change in the precept will affect this figure.
- **Budget notes** – for those cost centres where known circumstances may change these figures.
- **Annual Budget** – By centre – this is a summary of the different areas of DTC work summarised.
- **Budget detail and budget summary** – this shows the revenue projected expenditure and income; the revised budget for the current financial year and the proposed budget figures along with the percentage variables. This is summarised along with expected expenditure for capital and projects. The report shows how the reserves fund the work of the Council and the total taxation funding (the precept) required.

The tax base and precept are covered on these sheets and will be detailed in the next report.

Cllr Worgan would like the Committee to consider the following. These budget figures allow for an increase in the precept of approx. 7.7% - (although 2.48% of this increase will be covered by the increased housing numbers). If Council wanted to keep the precept increase to 5% - the £37k gap would need to be covered else where in the budget.

- It was recommended by the Town Clerk that Council would not need to fill the position left by the groundsman who passed away last week – but the two current vacancies must be filled. *The Town Clerk does not recommend any further cuts on the numbers on our grounds team because the nature of the work means they often have to work in pairs for safety. They also do far more than mowing including the essential weekly checks on the play areas; outdoor fitness areas; Millennium Woods signage; skate park; lakes and cemetery along with maintenance of around 420 allotment plots over five sites. Cutting the staff back will give no cover for holidays and sickness and could affect the ability to carry out safety checks. See the statement from the Outdoor Services Manager.*

- *We can however recommend a saving of around £21,479 on the gate keeping duties. Once the new pavilion at Edmonds Park is open – it will not be possible to lock the park gates as evening users will expect to use the car park. This would reduce the deficit to around £15,521.*
- Cllr Worgan wants to know if there is any responsibility payment needed by not replacing the groundsman. *The Town Clerk says that the groundsman was relatively new to the Council (less than two years) and was only doing the most basic work. No extra responsibility payment would be needed.*
- Is it possible to increase the budget for the summer fayre – from £2k to £10k? *The Town Clerk suggests looking at this item later in the financial year to identify any cost centres where there is the capacity to vire this sum for the next financial year.*
- Is funding available for grass cutting? *Depending on the level of service required, the Town Clerk would recommend identifying some funding later in the financial year once the tender returns have been received.*
- Can monies be transferred to reserves to get them back to the minimum level? *The Town Clerk says that diligent monitoring of the finances and adhering to the budget will help the reserves to recover. However there is relatively little money left for new projects and decisions will need to be made to cover the cost of the splash park. It is likely that future precept increases will be needed to help the reserves.*
- One possible way to afford the splash park is to combine the unallocated CIL which is now up to £111,439. Splash park costs of £441,128 could be paid for by the following:

111,439 (unallocated CIL); 121,000 (allocated CIL); S106 allocations of £34,207 and £57,403); possible new CIL award of £52,128 which would leave £64,951 outstanding. The outstanding sum could be taken from the reserve of £200,000 which would release the sum of £135,049 to boost our reserves. If the CIL award is not successful the sum released back to the reserves will be £82,921. The Committee need to be aware of these options before signing the order for the splash park. There is also a risk that the cost will increase in the new year.

### **Risk Implications**

The primary risk of any budget is that it is forecast based on assumptions and, as such, there is risk that these assumptions may prove to be incorrect. There are also further risks that either cannot be fully predicted or lie outside the control of the Council.

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Town Clerk

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### Outdoor Team Summary

#### **The Outdoor team currently consists of:**

- Outdoor Services Manager (I have to split my time between office and outside work and who work at least 5 hours more a week than I should)
- 3 x FT Gardeners (includes 1x Supervisor)
- 1 x Community and Allotment Officer (CAO)
- 1 x Horticultural Apprentice (HA) - needs to be supervised at all times

Unfortunately, DTC lost 2 full time members of the team recently (one was a supervisor). A Casual Worker has been brought in in the interim to help the team, and the Personnel and Administration Committee resolved at their meeting on Monday 4<sup>th</sup> December to advertise for two full time Gardeners, to replace the two lost.

- The CAO does not carry out the exact same duties as the Gardeners.

Two positions were approved, which would bring the team 'back to where it was originally'.

#### **Parks and Open Spaces maintained by the Outdoor Team:**

- Edmonds Park – 21 Acres
- Edmonds Play Parks x3 sites within the park
- Outdoor Gyms
- Great Western Drive Park – 0.19 Acres
- Great Western Drive Play Park
- Ladygrove Park – 28.13 Acres
- Ladygrove Play Park
- Ladygrove Lakes
- Ladygrove Skate Park
- Loyd Rec – 7.4 Acres
- Loyd Rec Play Park
- Marsh Rec – 0.9 Acres
- Marsh Rec Play Park
- Smallbone Rec and War Memorial Gardens
- Smallbone Rec Play Park
- Civic Hall Gardens and flower beds along the Broadway
- Stubbings Land – 4.2 Acres
- Millennium Woods – 8.9 Acres
- Kynaston Road Cemetery

Our team is small, and they have so much land (almost 100 Acres), equipment, and assets to maintain. If the Council do not hire two more Gardeners, services will be affected. The work the team will be physically able to carry out throughout their working

## ITEM 7 - BUDGET 2023-2024

week, will decrease and morale will diminish. There will be a risk of the staff feeling over worked.

If the two Gardening positions were filled, the team would be at full capacity again. I would be able to spend more time in the office and take on some of the work associated with the Environment and Climate Committee, the Ladygrove Management Working Group, etc - The new Facilities Officer will be limited as to what they could take on from the previous Planning and Environment Officer's role, due to maybe taking on other Working Groups (Public Art, TAG) and helping with the Property and Facilities Committee.

Although myself and the outdoor team have suddenly and very sadly lost a colleague, the morale within the team had been improving recently. Being understaffed would put the team under extra pressure which is not a positive thing and the work they would be able to carry out will be hugely affected.

Should the two spaces not be filled, the Community element side of things may need to be cut back, due to the extra help needed to maintain the basic levels of care to the Town Council's land. Extra projects would not be able to be carried out due to not having enough staff – this would mean hiring outside contractors at an additional cost. If the Town Council were to enter an agreement with OCC to cut the verges in the Town, the outdoor team would not be able to cut anyway 'in house'.

Some of the extra work that myself and the outdoor team do that would be affected would be as follows:

- Work on the Allotments (inspections and clearing of plots) - Maintenance would continue however it would come down to Tenants to be responsible for maintaining their own pathways.
- All areas that are cut by the Outdoor team would go from weekly to two weekly, Two weekly to four weekly and so on.
- Projects like the Sow and Grow Community Polytunnel and various odd jobs at Willowbrook, Fleet Meadow and the Civic Hall would not be carried out 'in house' and would need to be outsourced at an additional cost.
- Remarking of the tennis courts and car parks which the Outdoor team were set to do in the spring would need to be revisited. The Council would need to get the company's that originally quoted for the work to requote – the original quotes were in the region of I believe, £2,000 per site.
- Litter collection would have to stay at twice weekly collections over the summer period, as opposed to being done three times a week.
- PAT testing – One of the FT workers carries out the Town Council's PAT testing. If the number of team members decreased, PAT testing would need to be outsourced at an additional cost.



## ITEM 7- BUDGET 2023 - 2024

- Extra consideration needs to be taken in regards to staff sickness and annual leave – will there be enough staff to cover? Not replacing the two staff members recently lost, would increase lone working and potentially risks to staff.
- I would have limited time to carry out my duties in the office, if I need to work outside more. This would affect the workload of other members of staff.

In the event of another emergency at the lakes, the team would be stretched to be able to deploy at short notice. Therefore, future management of the lake would need considered. Contracting a management company for the lakes would be a significant cost to the Council.

These are only a few things that the team would struggle to do, there would be more. The effects of not filling the two current vacancies of the outdoor team would be detrimental to the Council, not just on the services the Council provides, but financially as well. The duties of the outdoor team have changed over the years, and more is expected of them, which they are happy to do. As previously stated Ladygrove was never under the Town Council's remit and when the agreement with SODC was signed, the work to the site was brought in house. No extra staff were brought in to cover this extra work. In my opinion this was a massive oversight as Ladygrove takes up a lot of time due to it being such a vast area.

The Outdoor team also carry out adhoc work for the buildings, decorating rooms at the Civic Hall, basic DIY at the buildings etc. If the staff vacancies are not filled, the Council would need to pay for outside companies to carry out these extra works.

Realistically the Outdoor team as it is, will not be able to take on anymore work from any of the developing sites, should the much-needed replacements (because they are replacements and not new vacancies). The new sites are:

- Allotments from GWP.
- New building garden Ladygrove north.
- The planting at the new pavilion in Edmonds and any maintenance or water testing to the splash park.

Mike Blake  
Outdoor Services Manager

Didcot Town Council

Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>101 Central Administration</b>									
1195 Miscellaneous Income	0	25,025	0	21	21	0	0	0	0
32581 Grant Received	0	7,189	0	0	0	0	0	0	0
<b>Total Income</b>	<b>0</b>	<b>32,214</b>	<b>0</b>	<b>21</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
1101 Salaries - Admin	216,590	143,420	242,500	159,497	246,777	0	274,928	0	0
1102 Salaries - Admin Er's NI	26,986	15,196	16,699	16,487	25,343	0	27,894	0	0
1103 Salaries - Admin Er's Superann	44,035	31,103	33,427	34,197	53,137	0	59,659	0	0
1104 Agency Staffing	12,000	14,359	12,000	8,840	14,500	0	14,790	0	0
1108 Training and Conferences	8,000	8,927	8,000	5,369	8,000	0	8,000	0	0
1109 Staff Travel	2,500	4,354	3,500	2,628	3,500	0	3,500	0	0
1111 Rate Admin Offices	7,000	6,861	7,000	5,764	7,204	0	11,000	0	0
1121 Telephone/Fax/Internet	4,000	2,690	3,000	2,175	3,000	0	3,000	0	0
1123 Stationery	2,300	1,842	2,300	1,709	2,300	0	2,300	0	0
1124 Subscriptions	4,000	4,158	4,000	4,127	4,127	0	4,160	0	0
1125 Insurance	12,000	22,342	23,000	24,733	23,000	0	25,475	0	0
1126 Photocopier	2,500	2,377	2,500	1,464	2,500	0	2,500	0	0
1128 Postage-Frinking	2,000	1,187	2,000	396	800	0	800	0	0
1129 Miscellaneous Admin Costs	200	427	500	280	500	0	500	0	0
1130 Recruitment Advertising	2,000	895	2,000	0	2,000	0	1,000	0	0
1132 Outside Service Provider HR/HS	4,000	1,372	3,000	900	3,000	0	2,000	0	0
1160 IT Maintenance/Website	26,000	19,166	20,000	22,193	30,000	0	30,000	0	0
1171 Contingency	30,000	6,063	20,000	825	825	0	0	0	0
1173 Green Projects	10,000	14,801	10,000	1,095	10,000	0	5,000	0	0

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**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
**Note: Draft Budget Report**

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12:00

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1197 Office water cooler	250	299	250	155	250	0	310	0	0
3152 Electricity	0	0	0	134	134	0	0	0	0
3155 Security	0	-40	0	0	0	0	500	0	0
99134 Tfr from EMR Community Project	0	-653	0	0	0	0	0	0	0
99135 Tfr from EMR Bus Shelter/Street	0	-175	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	<b>416,361</b>	<b>300,972</b>	<b>415,676</b>	<b>292,970</b>	<b>440,897</b>	<b>0</b>	<b>477,316</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(416,361)</b>	<b>(268,758)</b>	<b>(415,676)</b>	<b>(292,949)</b>	<b>(440,876)</b>		<b>(477,316)</b>		
<b>102 Civic and Democratic</b>									
1205 Members Training	800	0	800	725	800	0	800	0	0
1206 Mayors Allowance	3,200	3,233	3,520	3,250	3,520	0	3,330	0	0
1235 Civic Functions	2,300	3,189	3,000	2,292	3,000	0	3,500	0	0
1268 Election Fund	0	0	0	0	0	0	13,000	0	0
1269 Election Costs	0	0	0	37,219	37,219	0	0	0	0
99129 Tfr from EMR Elections	0	0	0	-35,596	-35,596	0	0	0	0
<b>Overhead Expenditure</b>	<b>6,300</b>	<b>6,423</b>	<b>7,320</b>	<b>7,889</b>	<b>8,943</b>	<b>0</b>	<b>20,630</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(6,300)</b>	<b>(6,423)</b>	<b>(7,320)</b>	<b>(7,889)</b>	<b>(8,943)</b>		<b>(20,630)</b>		
<b>104 Community Services</b>									
1245 Jubilee Celebrations	2,500	1,098	0	0	0	0	0	0	0
1271 CCTV Contribution	10,000	5,635	10,000	2,287	10,000	0	10,000	0	0
1272 Speed Surveys	750	0	750	0	0	0	0	0	0
<b>Overhead Expenditure</b>	<b>13,250</b>	<b>6,733</b>	<b>10,750</b>	<b>2,287</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>	<b>0</b>	<b>0</b>

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**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
**Note: Draft Budget Report**

08/12/2023  
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	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Movement to/(from) Gen Reserve</b>	<u>(13,250)</u>	<u>(6,733)</u>	<u>(10,750)</u>	<u>(2,287)</u>	<u>(10,000)</u>		<u>(10,000)</u>		
<b>105 Corporate Management</b>									
1152 Bank Charges	600	1,300	700	1,586	2,140	0	1,300	0	0
1155 Internal Audit	1,600	1,440	1,680	500	1,500	0	1,680	0	0
1157 External Audit	2,000	2,000	2,200	100	2,520	0	2,100	0	0
1158 Legal & Professional Fees	8,000	3,050	5,000	1,258	5,000	0	5,000	0	0
1159 Accounting Support	1,000	1,611	1,000	2,519	5,000	0	4,000	0	0
<b>Overhead Expenditure</b>	<u>13,200</u>	<u>9,401</u>	<u>10,580</u>	<u>5,963</u>	<u>16,160</u>	<u>0</u>	<u>14,080</u>	<u>0</u>	<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u>(13,200)</u>	<u>(9,401)</u>	<u>(10,580)</u>	<u>(5,963)</u>	<u>(16,160)</u>		<u>(14,080)</u>		
<b>108 Willowbrook Community Centre</b>									
1769 Willowbrook Income	40,000	55,737	60,000	65,571	80,000	0	72,000	0	0
32580 S 106 Devel's Cont's Received	0	405	0	1,833	1,833	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
<b>Total Income</b>	<u>40,000</u>	<u>71,441</u>	<u>66,000</u>	<u>67,404</u>	<u>81,833</u>	<u>0</u>	<u>72,000</u>	<u>0</u>	<u>0</u>
1701 Salaries Willowbrook	0	0	40,000	27,903	47,363	0	44,004	0	0
1702 Employers NI Willowbrook	0	0	0	9	709	0	2,206	0	0
1703 Employers Superann Willowbrook	0	0	0	252	1,980	0	5,444	0	0
1710 Willowbrook Business Rates	0	36,608	38,000	-8,384	-8,384	0	10,600	0	0
1720 Willowbrook Contracts	0	0	10,000	8,636	10,000	0	12,000	0	0
1725 Willowbrook ICT/Internet	0	0	3,000	1,730	3,000	0	3,000	0	0

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**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
**Note: Draft Budget Report**

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1730 Willowbrook Equipment	0	0	5,000	975	5,000	0	5,000	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	40,558	62,000	0	45,000	0	0
1767 Willowbrook Site Maintenance	10,000	54,165	0	10,265	10,000	0	10,000	0	0
<b>Overhead Expenditure</b>	<b>45,000</b>	<b>156,285</b>	<b>136,000</b>	<b>81,943</b>	<b>131,668</b>	<b>0</b>	<b>137,254</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(5,000)</b>	<b>(84,844)</b>	<b>(70,000)</b>	<b>(14,539)</b>	<b>(49,835)</b>		<b>(65,254)</b>		
<b>109 Capital and Projects</b>									
1999 Loan Proceeds	0	0	0	2,400,000	2,400,000	0	0	0	0
32580 S 106 Devel's Cont's Received	0	3,102	0	0	0	0	0	0	0
<b>Total Income</b>	<b>0</b>	<b>3,102</b>	<b>0</b>	<b>2,400,000</b>	<b>2,400,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
1940 Building Maintenance Fund	10,000	0	0	0	0	0	0	0	0
1944 Christmas Lights	18,500	11,056	15,000	4,682	15,000	0	15,000	0	0
1947 Office Equipment & Furniture	1,000	0	1,000	395	1,000	0	1,000	0	0
1948 PWLB-Repayments	122,604	122,604	242,604	42,136	93,328	0	122,257	0	0
1949 PWLB-Interest	0	0	0	45,346	115,684	0	173,162	0	0
1952 Groundskeeping Equipment	0	17,779	0	2,420	2,420	0	15,000	0	0
1953 CAP - Solar Panels	0	43,374	0	48,896	48,896	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	1,693,723	2,400,000	0	0	0	0
99029 Tfr to EMR Elections	0	0	0	34,260	34,260	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	-34,260	0	0	0	0

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Didcot Town Council  
Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget Report

	2022/23		2023/24			2024/25				
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
99128	Tfr from EMR Cil	0	-46,948	0	-48,896	-48,896	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	-2,420	-2,420	0	0	0	0
	<b>Overhead Expenditure</b>	152,104	148,561	1,786,283	2,625,012	0	326,419	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(152,104)	(145,458)	613,717	(225,012)		(326,419)			
<b>111</b>	<b><u>Services to Others</u></b>									
1805	Income -Materials Fleet Meadow	0	293	0	98	98	0	200	0	0
1806	Income -Labour Fleet Meadow	0	1,860	0	2,279	2,500	0	2,500	0	0
1807	Income - Course's	0	1,225	0	0	0	0	0	0	0
	<b>Total Income</b>	0	3,378	0	2,377	2,598	0	2,700	0	0
1866	Materials - Fleet Meadow	0	178	0	33	200	0	200	0	0
	<b>Overhead Expenditure</b>	0	178	0	33	200	0	200	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	3,200	0	2,345	2,398		2,500		
<b>120</b>	<b><u>Other Costs &amp; Income</u></b>									
1176	Precept	1,241,562	1,241,562	1,331,855	1,331,855	1,331,855	0	1,470,433	0	0
1196	Interest Received	300	15,403	5,000	23,671	40,000	0	20,000	0	0
	<b>Total Income</b>	1,241,862	1,256,965	1,336,855	1,355,526	1,371,855	0	1,490,433	0	0
	<b>Movement to/(from) Gen Reserve</b>	1,241,862	1,256,965	1,336,855	1,355,526	1,371,855		1,490,433		
<b>201</b>	<b><u>Arts &amp; Grants-Empowered</u></b>									
1195	Miscellaneous Income	0	0	0	85	0	0	0	0	0

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Didcot Town Council

Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
9041 Summer Fayre - Income	0	0	0	100	100	0	0	0	0
<b>Total Income</b>				185	100	0	0	0	0
2165 Remembrance Parade & Service	4,000	3,065	4,000	1,151	4,000	0	4,000	0	0
2187 Summer Fayre	4,000	2,450	4,000	8,726	8,726	0	2,000	0	0
3188 Grant Aid Fund	45,000	43,240	45,000	29,784	45,000	0	45,000	0	0
99039 Tfr to EMR Summer Fayre	0	12,550	0	0	0	0	0	0	0
99139 Tfr from EMR Summer Fayre	0	0	0	0	-4,626	0	0	0	0
<b>Overhead Expenditure</b>			53,000	39,661	53,100	0	51,000	0	0
<b>Movement to/(from) Gen Reserve</b>			<b>(53,000)</b>	<b>(39,476)</b>	<b>(53,000)</b>		<b>(51,000)</b>		
<b>301 External Works-Central Costs</b>									
3101 Salaries - Works	194,329	183,900	232,000	150,415	227,699	0	251,158	0	0
3102 Salaries - Works Er's NI	16,914	16,994	16,800	14,066	20,994	0	22,363	0	0
3103 Salaries - Works Er's Superann	38,479	36,469	36,100	32,640	49,412	0	54,500	0	0
3104 Events Staffing	2,200	0	2,200	0	2,200	0	0	0	0
3105 Agency Staffing	1,000	0	1,000	0	1,000	0	0	0	0
3108 Staff Travel	2,370	1,189	2,370	1,021	1,600	0	1,500	0	0
3120 Protective Clothing	2,575	1,318	2,000	1,351	2,000	0	2,000	0	0
3124 Telephone-Works	1,500	0	1,000	0	1,000	0	0	0	0
3127 Subscriptions	150	100	150	55	150	0	150	0	0
3140 Vehicle Insurance	2,932	2,993	2,932	2,755	2,932	0	2,800	0	0
3141 Vehicle Fuel	6,000	7,898	6,000	4,419	6,000	0	6,000	0	0
3144 Equipment & Small Tools	0	0	0	14	14	0	0	0	0

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**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
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08/12/2023  
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	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
3145 Machinery Costs	10,000	3,307	10,000	3,633	7,500	0	32,000	0	0
3154 Maintenance	546	3,668	2,000	1,243	2,000	0	0	0	0
9034 Ford Ranger Pick Up	3,863	3,229	3,863	2,143	4,210	0	0	0	0
9039 Ransomes HR300 Rotary	5,110	6,332	5,110	3,397	6,000	0	0	0	0
9045 Ransomes Parkway 3	1,200	3,814	1,200	1,539	27,000	0	0	0	0
9062 John Deere Gator	0	7,123	2,000	3,320	5,200	0	0	0	0
9063 ALKE ATX 340 ED	0	3,552	1,000	285	2,000	0	0	0	0
99160 Tfr from EMR Grounds Equip	0	-350	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	<b>289,168</b>	<b>281,537</b>	<b>327,725</b>	<b>222,297</b>	<b>368,911</b>	<b>0</b>	<b>372,471</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(289,168)</b>	<b>(281,537)</b>	<b>(327,725)</b>	<b>(222,297)</b>	<b>(368,911)</b>		<b>(372,471)</b>		
<b>302 Allotments</b>									
3282 Allotment Rents	12,500	13,327	14,500	18,927	15,500	0	15,500	0	0
32581 Grant Received	0	0	0	1,000	1,000	0	0	0	0
<b>Total Income</b>	<b>12,500</b>	<b>13,327</b>	<b>14,500</b>	<b>19,927</b>	<b>16,500</b>	<b>0</b>	<b>15,500</b>	<b>0</b>	<b>0</b>
3151 Water Charges	2,500	4,037	2,500	1,335	2,500	0	2,500	0	0
3154 Maintenance	0	1,364	0	0	0	0	0	0	0
3233 Allotment Competition	350	150	350	0	350	0	350	0	0
3244 Allotment Maintenance	2,000	3,694	4,000	1,461	4,000	0	6,000	0	0
3250 Allotment -Polytunnel	0	0	0	1,800	1,800	0	0	0	0
<b>Overhead Expenditure</b>	<b>4,850</b>	<b>9,245</b>	<b>6,850</b>	<b>4,596</b>	<b>8,650</b>	<b>0</b>	<b>8,850</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>7,650</b>	<b>4,082</b>	<b>7,650</b>	<b>15,331</b>	<b>7,850</b>		<b>6,650</b>		
<b>303 Cemetery</b>									

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**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
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08/12/2023  
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	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
3383 Cemetery Fees	17,000	18,070	18,000	17,190	18,000	0	18,000	0	0
	17,000	18,070	18,000	17,190	18,000	0	18,000	0	0
<b>Total Income</b>									
3151 Water Charges	1,200	172	1,000	9	1,000	0	1,000	0	0
3154 Maintenance	5,000	583	0	2,420	3,000	0	5,000	0	0
3340 Rates - Cemetery	0	848	600	1,086	1,810	0	1,950	0	0
99121 Tfr from EMR Cemetery Fund	0	-150	0	0	0	0	0	0	0
	6,200	1,454	1,600	3,515	5,810	0	7,950	0	0
<b>Overhead Expenditure</b>									
<b>Movement to/(from) Gen Reserve</b>	<b>10,800</b>	<b>16,616</b>	<b>16,400</b>	<b>13,676</b>	<b>12,190</b>		<b>10,050</b>		
<b>304 Edmonds Park</b>									
3151 Water Charges	1,200	148	1,200	759	1,200	0	1,200	0	0
3152 Electricity	1,800	972	1,800	1,873	1,800	0	1,800	0	0
3154 Maintenance	10,000	11,087	10,000	7,503	10,000	0	10,000	0	0
3155 Security	4,000	5,878	6,000	776	6,000	0	6,000	0	0
3170 Waste Recycling	9,500	8,252	9,500	5,717	9,500	0	9,500	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
	26,500	37,491	28,500	16,628	28,500	0	28,500	0	0
<b>Overhead Expenditure</b>									
<b>Movement to/(from) Gen Reserve</b>	<b>(26,500)</b>	<b>(37,491)</b>	<b>(28,500)</b>	<b>(16,628)</b>	<b>(28,500)</b>		<b>(28,500)</b>		
<b>305 Ladygrove Park</b>									
3183 Lady Grove Park Income	2,000	4,602	3,000	200	3,000	0	3,000	0	0
3185 Ladygrove Lakes Income	300	3,429	3,000	2,188	2,500	0	2,500	0	0

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Didcot Town Council

Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Total Income</b>	2,300	8,031	6,000	2,388	5,500	0	5,500	0	0
3152 Electricity	0	0	0	-43	0	0	0	0	0
3154 Maintenance	5,000	7,563	7,000	7,247	7,500	0	7,000	0	0
3163 Sandpit & Train	0	5,185	0	0	0	0	0	0	0
3165 Ladygrove Lakes	0	9,249	0	7,949	7,500	0	5,000	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	-3,328	-3,328	0	0	0	0
99126 Tfr from EMR L'grove Staging	0	0	0	-1,800	-1,800	0	0	0	0
<b>Overhead Expenditure</b>	5,000	17,425	7,000	10,024	9,872	0	12,000	0	0
<b>Movement to/(from) Gen Reserve</b>	(2,700)	(9,394)	(1,000)	(7,636)	(4,372)		(6,500)		
<b>306 Lovd Park</b>									
1195 Miscellaneous Income	0	10	0	0	0	0	0	0	0
<b>Total Income</b>	0	10	0	0	0	0	0	0	0
3151 Water Charges	80	-314	550	-1,324	550	0	500	0	0
3152 Electricity	200	462	350	316	350	0	150	0	0
3154 Maintenance	0	3,301	0	44,046	44,046	0	0	0	0
99120 Tfr from EMR Building Repair	0	0	0	-43,450	-43,450	0	0	0	0
99138 Tfr from EMR Play Areas	0	-1,246	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	280	2,203	900	-412	1,496	0	650	0	0
<b>Movement to/(from) Gen Reserve</b>	(280)	(2,193)	(900)	412	(1,496)		(650)		
<b>308 Other Parks &amp; Recreation Areas</b>									

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**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
**Note: Draft Budget Report**

08/12/2023  
12:00

	<u>2022/23</u>		<u>2023/24</u>			<u>2024/25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
3179 Carbon Return Income	0	0	0	2	2	0	0	0	0
<b>Total Income</b>									
3154 Maintenance	5,500	22,729	5,500	1,510	5,500	0	8,000	0	0
3166 Millennium Wood Upkeep	3,000	514	3,000	2,985	2,985	0	4,000	0	0
99134 Tfr from EMR Community Project	0	-3,695	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>									
	8,500	19,548	8,500	4,495	8,485	0	12,000	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>(8,500)</b>	<b>(19,548)</b>	<b>(8,500)</b>	<b>(4,493)</b>	<b>(8,483)</b>		<b>(12,000)</b>		
<b>309 Play Areas</b>									
3149 Bark Top-up	3,000	2,084	3,000	1,033	1,033	0	4,000	0	0
3153 Play Equipment Maintenance	15,000	29,357	25,000	22,485	25,000	0	30,000	0	0
99128 Tfr from EMR Cil	0	-7,132	0	0	0	0	0	0	0
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
<b>Overhead Expenditure</b>									
	18,000	9,374	28,000	23,518	26,033	0	34,000	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>(18,000)</b>	<b>(9,374)</b>	<b>(28,000)</b>	<b>(23,518)</b>	<b>(26,033)</b>		<b>(34,000)</b>		
<b>310 Environmental Services</b>									
1183 Bowls Club Rent	50	0	50	0	50	0	50	0	0
3180 Sports Hire	3,000	4,130	4,000	5,190	5,200	0	5,000	0	0
3184 Funfair Hires	4,000	2,000	4,000	2,080	2,080	0	2,000	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	10,000	10,000	0	10,000	0	0

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Didcot Town Council  
Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Total Income</b>	28,131	16,130	18,050	17,270	17,330	0	17,050	0	0
3148 Bus Shelter Contract	7,657	10,000	10,000	10,000	10,000	0	10,000	0	0
3150 Plants	2,000	580	1,000	5,341	5,311	0	6,000	0	0
3157 Dog Fouling Clean-up Service	1,350	2,912	3,100	2,184	3,100	0	3,200	0	0
3158 Trees	8,500	6,135	8,500	500	8,500	0	8,500	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	2,715	8,000	0	8,000	0	0
3168 Street Furniture Maintenance	3,000	2,147	3,000	3,390	4,000	0	5,000	0	0
99134 Tfr from EMR Community Project	0	0	0	-7,000	-7,000	0	0	0	0
99135 Tfr from EMR Bus Shelter/Street	0	-815	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	55,507	58,606	33,600	17,129	31,911	0	40,700	0	0
<b>Movement to/(from) Gen Reserve</b>	(27,376)	(42,476)	(15,550)	141	(14,581)		(23,650)		
<b>Projects</b>									
32587 CIL Income	6,000	12,097	0	4,461	4,461	0	0	0	0
90005 Edmonds Park	0	240	0	0	0	0	0	0	0
<b>Total Income</b>	6,000	12,337	0	4,461	4,461	0	0	0	0
3162 Football pitch maintenance	0	1,792	0	0	0	0	0	0	0
90031 Tree Management - Contract	5,000	0	5,000	0	5,000	0	5,000	0	0
90050 Play Equipment St Annes	0	15,603	0	0	0	0	0	0	0
90051 Memorial/WW1 Commemorative Seat	500	499	0	0	0	0	0	0	0
90059 Bus shelters	5,000	0	5,000	195	5,000	0	2,000	0	0
32518 Edmonds Park	0	-80	0	-700	7,000	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
32525 Pavilion build	10,000	158,425	0	7,680	7,680	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	4,461	4,461	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	-1,953	0	0	0	0
99154 Tfr from EMR Rolling Budgets	0	-13,866	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	20,500	320,637	10,000	9,682	27,188	0	7,000	0	0
<b>Movement to/(from) Gen Reserve</b>	(14,500)	(308,300)	(10,000)	(5,222)	(22,727)		(7,000)		
<b>401 C.H General Administration</b>									
1000 Main Hall	30,000	43,278	55,000	32,518	55,000	0	60,000	0	0
1001 Northbourne Room	5,000	11,482	12,000	8,567	14,000	0	14,000	0	0
1002 Ladygrove Room	20,000	27,277	25,000	21,934	31,500	0	30,000	0	0
1003 All Saints Room	8,000	9,133	10,000	7,152	10,000	0	12,000	0	0
1004 Park Room	8,000	6,616	8,000	4,843	7,000	0	9,000	0	0
1005 Weddings	0	500	0	592	1,000	0	500	0	0
1009 Events Package Income	0	0	0	8,476	10,000	0	0	0	0
1011 Millbrook Room	2,000	1,790	2,000	25	25	0	1,000	0	0
1020 Other Income	0	1,420	1,000	3,157	3,072	0	1,000	0	0
<b>Total Income</b>	73,000	101,495	113,000	87,264	131,597	0	127,500	0	0

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**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
**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
3155 Security	0	0	0	800	650	0	800	0	0
4001 Salaries - Civic Hall	73,200	168,000	48,000	45,926	59,550	0	42,909	0	0
4002 Salaries - Civic Hall Er's Ni	7,750	10,141	0	2,076	2,372	0	932	0	0
4003 Salaries - C. Hall Er's Superan	21,000	27,383	0	8,262	10,522	0	7,122	0	0
4012 Water Charges	6,000	3,240	12,000	-3,049	5,000	0	10,000	0	0
4014 Light & Heat	38,000	20,310	40,000	18,730	30,000	0	30,000	0	0
4015 Cleaning and Hygiene	25,000	27,919	30,000	19,778	28,000	0	30,000	0	0
4016 Uniform	1,000	250	1,000	0	250	0	250	0	0
4018 Waste Disposal	3,000	3,384	3,500	2,816	3,500	0	3,500	0	0
4022 Telephone	1,000	385	1,000	50	500	0	500	0	0
4023 Licenses	1,000	4,578	4,000	2,919	4,000	0	4,000	0	0
4024 Event Costs	0	0	0	150	150	0	150	0	0
4027 Advertising/Marketing	1,000	200	1,000	0	1,000	0	1,000	0	0
4042 Equipment	5,000	17,120	10,000	1,204	10,000	0	1,000	0	0
4043 Repairs and Maintenance	15,000	37,021	10,000	33,039	35,000	0	30,000	0	0
4044 Maintenance Contracts	15,000	13,769	15,000	17,293	20,000	0	20,000	0	0
4045 Repair/Upgrade PA System	2,500	234	2,000	349	2,000	0	2,000	0	0
4051 Stocktakers Fees	300	0	300	0	0	0	0	0	0
4052 Accountancy Charges	500	1,551	500	1,184	1,800	0	2,000	0	0
4054 NINDR	45,000	44,800	50,000	-12,096	-12,906	0	11,000	0	0
4103 Sundry Expenses	1,000	0	1,000	0	1,000	0	1,000	0	0
4104 Training & Prof Development	1,000	0	1,000	0	500	0	500	0	0
4105 Stationery	0	224	0	-2	-2	0	0	0	0
99120 Tfr from EMR Building Repair	0	0	0	-22,651	-22,651	0	0	0	0

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**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
**Note: Draft Budget Report**

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
99154 Tfr from EMR Rolling Budgets	0	-5,145	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	263,250	375,363	230,300	116,776	180,235	0	198,663	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(190,250)</u>	<u>(273,868)</u>	<u>(117,300)</u>	<u>(29,511)</u>	<u>(48,638)</u>		<u>(71,163)</u>		
<b>402 C H Bar</b>									
1050 Bar Sales	12,000	18,859	15,000	13,184	20,000	0	15,000	0	0
<b>Total Income</b>	<u>12,000</u>	<u>18,859</u>	<u>15,000</u>	<u>13,184</u>	<u>20,000</u>	<u>0</u>	<u>15,000</u>	<u>0</u>	<u>0</u>
3000 Bar Purchases	8,000	8,720	7,500	6,618	10,000	0	7,500	0	0
3010 Salaries - Bar Staff	1,500	0	0	1,009	1,009	0	0	0	0
3020 Bar Sundries	500	181	500	191	500	0	500	0	0
3154 Maintenance	0	2,468	3,000	1,277	2,500	0	3,000	0	0
<b>Overhead Expenditure</b>	<u>10,000</u>	<u>11,369</u>	<u>11,000</u>	<u>9,095</u>	<u>14,009</u>	<u>0</u>	<u>11,000</u>	<u>0</u>	<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u>2,000</u>	<u>7,490</u>	<u>4,000</u>	<u>4,088</u>	<u>5,991</u>		<u>4,000</u>		
<b>403 C H Catering</b>									
1075 Food and Beverage Income	5,000	3,802	3,000	6,155	8,000	0	8,000	0	0
1100 Catering Income - Food	0	8,767	6,000	5,885	8,000	0	8,000	0	0
<b>Total Income</b>	<u>5,000</u>	<u>12,569</u>	<u>9,000</u>	<u>12,040</u>	<u>16,000</u>	<u>0</u>	<u>16,000</u>	<u>0</u>	<u>0</u>
3100 Food and Beverage Costs	0	4,432	4,500	3,894	8,000	0	8,000	0	0
4350 CH Kitchen Maintenance	0	792	2,500	240	1,000	0	1,000	0	0
<b>Overhead Expenditure</b>	<u>0</u>	<u>5,224</u>	<u>7,000</u>	<u>4,134</u>	<u>9,000</u>	<u>0</u>	<u>9,000</u>	<u>0</u>	<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u>5,000</u>	<u>7,345</u>	<u>2,000</u>	<u>7,906</u>	<u>7,000</u>		<u>7,000</u>		

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**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
**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
<b>955 Earmarked Reserves</b>									
90001 VAT Payment	6,000	0	0	0	0	0	0	0	0
99150 Tfr from EMR VAT Contingency	0	-120,972	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	6,000	-120,972	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<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>
<b>Total Budget Income</b>	1,437,793	1,567,929	1,596,405	3,999,238	4,085,797	0	1,779,683	0	0
<b>Expenditure</b>	1,412,970	1,718,362	1,592,905	2,658,503	4,006,080	0	1,779,683	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>24,823</u>	<u>(150,433)</u>	<u>3,500</u>	<u>1,340,735</u>	<u>79,717</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

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Didcot Town Council  
Budget Notes

08/12/2023  
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<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1101	Salaries - Admin	101	Central Administration	Projection based on Nov Cumulative plus 4Mths 23/24 Average
1102	Salaries - Admin Er's NI	101	Central Administration	Projection based on Nov Cumulative plus 4Mths 23/24 Average
1103	Salaries - Admin Er's Superann	101	Central Administration	Projection based on Nov Cumulative plus 4Mths 23/24 Average
1104	Agency Staffing	101	Central Administration	DCK Accounting & Payroll
1108	Training and Conferences	101	Central Administration	Maintain
1109	Staff Travel	101	Central Administration	Maintain
1111	Rate Admin Offices	101	Central Administration	Allow 6.7% (CPI Sept) - 23/24 £10,304
1121	Telephone/Fax/Internet	101	Central Administration	Maintain
1123	Stationery	101	Central Administration	Maintain
1124	Subscriptions	101	Central Administration	Anticipated oalc increase reflecting increase in electorate
1126	Photocopier	101	Central Administration	Maintain
1128	Postage-Franking	101	Central Administration	Maintain
1129	Miscellaneous Admin Costs	101	Central Administration	Maintain
1130	Recruitment Advertising	101	Central Administration	Maintain
1171	Contingency	101	Central Administration	Maintain ?????????
1197	Office water cooler	101	Central Administration	Maintain
1205	Members Training	102	Civic and Democratic	Maintain
1206	Mayors Allowance	102	Civic and Democratic	Maintain
1235	Civic Functions	102	Civic and Democratic	Maintain
1268	Election Fund	102	Civic and Democratic	Estimated cost of by-election for one ward
1271	CCTV Contribution	104	Community Services	Capped max
1152	Bank Charges	105	Corporate Management	23/24 Includes PWLB Tfr Charges £840
1155	Internal Audit	105	Corporate Management	3 visits p/a
1157	External Audit	105	Corporate Management	2022/23 Under-accrued. 2024/25 Higher (Edmunds Park Costs)
1158	Legal & Professional Fees	105	Corporate Management	Maintain
1159	Accounting Support	105	Corporate Management	2023/24 Includes MTFs. Excludes Contract & Payroll
1701	Salaries Willowbrook	108	Willowbrook Community Centre	Projection based on Nov Cumulative plus 4Mths 23/24 Average

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## Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1702	Employers NI Willowbrook	108	Willowbrook Community Centre	Projection based on Nov Cumulative plus 4Mths 23/24 Average
1703	Employers Superann Willowbrook	108	Willowbrook Community Centre	Projection based on Nov Cumulative plus 4Mths 23/24 Average
1710	Willowbrook Business Rates	108	Willowbrook Community Centre	Allow 6.7% (CPI Sept)
1766	Willowbrook Utilities	108	Willowbrook Community Centre	23/24 Includes £22,427.25 ex 2022/23
32587	CIL Income	108	Willowbrook Community Centre	Shouldn't this be on 325?
1940	Building Maintenance Fund	109	Capital and Projects	Reduced - no spend in current year
1947	Office Equipment & Furniture	109	Capital and Projects	Maintain
1948	PWLB-Repayments	109	Capital and Projects	Capital & Interest - 4 loans
1952	Groundskeeping Equipment	109	Capital and Projects	Actually to RCP as start of Fund
1176	Precept	120	Other Costs & Income	Represents 7.73% increase on Band D Equivalent
3188	Grant Aid Fund	201	Arts & Grants-Empowered	Remembrance Parade funding allocated 207/2179
99139	Tfr from EMR Summer Fayre	201	Arts & Grants-Empowered	Excess spending 2187 less £100 Income
3101	Salaries - Works	301	External Works-Central Costs	Projection based on Nov Cumulative plus 4Mths 23/24 Average
3102	Salaries - Works Er's NI	301	External Works-Central Costs	Projection based on Nov Cumulative plus 4Mths 23/24 Average
3103	Salaries - Works Er's Superann	301	External Works-Central Costs	Projection based on Nov Cumulative plus 4Mths 23/24 Average
3104	Events Staffing	301	External Works-Central Costs	Agency Staff cover
3108	Staff Travel	301	External Works-Central Costs	Maintain
3124	Telephone-Works	301	External Works-Central Costs	Maintain
3127	Subscriptions	301	External Works-Central Costs	ICCM & Allotment Association
3140	Vehicle Insurance	301	External Works-Central Costs	young drivers premium
3141	Vehicle Fuel	301	External Works-Central Costs	Maintain
3145	Machinery Costs	301	External Works-Central Costs	Maintain & Hire
3154	Maintenance	301	External Works-Central Costs	24/25 Consolidated onto 3145
9034	Ford Ranger Pick Up	301	External Works-Central Costs	24/25 Consolidated onto 3145
9039	Ransomes HR300 Rotary	301	External Works-Central Costs	24/25 Consolidated onto 3145
9045	Ransomes Parkway 3	301	External Works-Central Costs	24/25 Consolidated onto 3145
9063	ALKE ATX 340 ED	301	External Works-Central Costs	24/25 Consolidated onto 3145

**Didcot Town Council  
Budget Notes**

08/12/2023  
12:02

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
3233	Allotment Competition	302	Allotments	Maintain
3282	Allotment Rents	302	Allotments	6 months in advance
3154	Maintenance	303	Cemetery	Maintain
3340	Rates - Cemetery	303	Cemetery	Allow 6.7% (CPJ) Sept)
3185	Ladygrove Lakes Income	305	Ladygrove Park	Maintain
3151	Water Charges	306	Loyd Park	Maintain
3152	Electricity	306	Loyd Park	Maintain
3154	Maintenance	308	Other Parks & Recreation Areas	Reduced
3149	Bark Top-up	309	Play Areas	Maintain
3153	Play Equipment Maintenance	309	Play Areas	repair of play equipment which is a health and safety requirement
1183	Bowls Club Rent	310	Environmental Services	fixed rent under lease agreement till 2018
3150	Plants	310	Environmental Services	Includes Hanging baskets - consider Sponsorship (not budgetted)
3157	Dog Fouling Clean-up Service	310	Environmental Services	Maintain
3159	Grass Cutting	310	Environmental Services	Retendered Contract in March 20 19 for 4 years - Grounds Care Group
3162	Football pitch maintenance	310	Environmental Services	Reduced
3168	Street Furniture Maintenance	310	Environmental Services	Maintain
3186	Agency Income OCC	310	Environmental Services	Maintain
9031	Tree Management - Contract	325	Projects	Legal Requirement external tree inspection every 3 years ?? to EMR
9059	Bus shelters	325	Projects	ncludes cleaning
32525	Pavilion build	325	Projects	Shouldid this bre on 109
32599	Splash Park	325	Projects	Splash Park Project at Edmonds Park Estimated
1009	Events Package Income	401	C H General Administration	Why zero for 24/25

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## Didcot Town Council

## Budget Notes

08/12/2023

12:02

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4001	Salaries - Civic Hall	401	C H General Administration	Projection based on Nov Cumulative plus 4Mths 23/24 Average
4002	Salaries - Civic Hall Er's Ni	401	C H General Administration	Projection based on Nov Cumulative plus 4Mths 23/24 Average
4003	Salaries - C.Hall Er's Superan	401	C H General Administration	Projection based on Nov Cumulative plus 4Mths 23/24 Average
4042	Equipment	401	C H General Administration	New Tables, Chairs, Flipcharts, Projectors
4043	Repairs and Maintenance	401	C H General Administration	Room Maintenance, Stage Maintenance and Lighting Mainenance
4044	Maintenance Contracts	401	C H General Administration	20 Contracts with Suppliers
4045	Repair/Upgrade PA System	401	C H General Administration	Upgrade Speaker and Microphones
4054	NDR	401	C H General Administration	Charge £10,304 less P/Yr Refunds £22,400. Allow 6.7% (CPI Sept) for 24/25
3000	Bar Purchases	402	C H Bar	50% of Sales
3100	Food and Beverage Costs	403	C H Catering	50% of Sales (1075 & 1100)

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**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
**Note: Draft Budget Report**

08/12/2023  
12:00

	<u>2022/23</u>		<u>2023/24</u>			<u>2024/25</u>		Carried Forward	
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed		EMR
<u>101</u> <u>Central Administration</u>									
Total Income	0	32,214	0	21	21	0	0	0	0
Overhead Expenditure	416,361	300,972	415,676	292,970	440,897	0	477,316	0	0
Movement to/(from) Gen Reserve	<u>(416,361)</u>	<u>(268,758)</u>	<u>(415,676)</u>	<u>(292,949)</u>	<u>(440,876)</u>		<u>(477,316)</u>		
<u>102</u> <u>Civic and Democratic</u>									
Overhead Expenditure	6,300	6,423	7,320	7,889	8,943	0	20,630	0	0
Movement to/(from) Gen Reserve	<u>(6,300)</u>	<u>(6,423)</u>	<u>(7,320)</u>	<u>(7,889)</u>	<u>(8,943)</u>		<u>(20,630)</u>		
<u>104</u> <u>Community Services</u>									
Overhead Expenditure	13,250	6,733	10,750	2,287	10,000	0	10,000	0	0
Movement to/(from) Gen Reserve	<u>(13,250)</u>	<u>(6,733)</u>	<u>(10,750)</u>	<u>(2,287)</u>	<u>(10,000)</u>		<u>(10,000)</u>		
<u>105</u> <u>Corporate Management</u>									
Overhead Expenditure	13,200	9,401	10,580	5,963	16,160	0	14,080	0	0
Movement to/(from) Gen Reserve	<u>(13,200)</u>	<u>(9,401)</u>	<u>(10,580)</u>	<u>(5,963)</u>	<u>(16,160)</u>		<u>(14,080)</u>		
<u>108</u> <u>Willowbrook Community Centre</u>									
Total Income	40,000	71,441	66,000	67,404	81,833	0	72,000	0	0
Overhead Expenditure	45,000	156,285	138,000	81,943	131,668	0	137,254	0	0
Movement to/(from) Gen Reserve	<u>(5,000)</u>	<u>(84,844)</u>	<u>(70,000)</u>	<u>(14,539)</u>	<u>(49,835)</u>		<u>(65,254)</u>		
<u>109</u> <u>Capital and Projects</u>									
Total Income	0	3,102	0	2,400,000	2,400,000	0	0	0	0

Continued on next page

Didcot Town Council  
Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure	152,104	148,561	258,604	1,786,283	2,625,012	0	326,419	0	0
Movement to/(from) Gen Reserve	<u>(152,104)</u>	<u>(145,458)</u>	<u>(258,604)</u>	<u>613,717</u>	<u>(225,012)</u>		<u>(326,419)</u>		
<u>111</u> <u>Services to Others</u>									
Total Income	0	3,378	0	2,377	2,598	0	2,700	0	0
Overhead Expenditure	0	178	0	33	200	0	200	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>3,200</u>	<u>0</u>	<u>2,345</u>	<u>2,398</u>		<u>2,500</u>		
<u>120</u> <u>Other Costs &amp; Income</u>									
Total Income	1,241,862	1,256,965	1,336,855	1,355,526	1,371,855	0	1,490,433	0	0
Movement to/(from) Gen Reserve	<u>1,241,862</u>	<u>1,256,965</u>	<u>1,336,855</u>	<u>1,355,526</u>	<u>1,371,855</u>		<u>1,490,433</u>		
<u>201</u> <u>Arts &amp; Grants-Empowered</u>									
Total Income	0	0	0	185	100	0	0	0	0
Overhead Expenditure	53,000	61,305	53,000	39,661	53,100	0	51,000	0	0
Movement to/(from) Gen Reserve	<u>(53,000)</u>	<u>(61,305)</u>	<u>(53,000)</u>	<u>(39,476)</u>	<u>(53,000)</u>		<u>(51,000)</u>		
<u>301</u> <u>External Works-Central Costs</u>									
Overhead Expenditure	289,168	281,537	327,725	222,297	368,911	0	372,471	0	0
Movement to/(from) Gen Reserve	<u>(289,168)</u>	<u>(281,537)</u>	<u>(327,725)</u>	<u>(222,297)</u>	<u>(368,911)</u>		<u>(372,471)</u>		
<u>302</u> <u>Alloiments</u>									
Total Income	12,500	13,327	14,500	19,927	16,500	0	15,500	0	0
Overhead Expenditure	4,850	9,245	6,850	4,596	8,650	0	8,850	0	0

Continued on next page

**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
**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
<u>303</u> <u>Cemetery</u>									
Movement to/(from) Gen Reserve	7,650	4,082	7,650	15,331	7,850		6,650		
Total Income	17,000	18,070	18,000	17,190	18,000	0	18,000	0	0
Overhead Expenditure	6,200	1,454	1,600	3,515	5,810	0	7,950	0	0
Movement to/(from) Gen Reserve	10,800	16,616	16,400	13,676	12,190		10,050		
<u>304</u> <u>Edmonds Park</u>									
Overhead Expenditure	26,500	37,491	28,500	16,628	28,500	0	28,500	0	0
Movement to/(from) Gen Reserve	(26,500)	(37,491)	(28,500)	(16,628)	(28,500)		(28,500)		
<u>305</u> <u>Ladygrove Park</u>									
Total Income	2,300	8,031	6,000	2,388	5,500	0	5,500	0	0
Overhead Expenditure	5,000	17,425	7,000	10,024	9,872	0	12,000	0	0
Movement to/(from) Gen Reserve	(2,700)	(9,394)	(1,000)	(7,636)	(4,372)		(6,500)		
<u>306</u> <u>Loyd Park</u>									
Total Income	0	10	0	0	0	0	0	0	0
Overhead Expenditure	280	2,203	900	-412	1,496	0	650	0	0
Movement to/(from) Gen Reserve	(280)	(2,193)	(900)	412	(1,496)		(650)		
<u>308</u> <u>Other Parks &amp; Recreation Areas</u>									
Total Income	0	0	0	2	2	0	0	0	0
Overhead Expenditure	8,500	19,548	8,500	4,495	8,485	0	12,000	0	0

Continued on next page

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**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**  
**Note: Draft Budget Report**

08/12/2023  
12:00

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>309</u>									
Movement to/(from) Gen Reserve	(8,500)	(19,548)	(8,500)	(4,493)	(8,483)		(12,000)		
<u>Play Areas</u>									
Overhead Expenditure	18,000	9,374	28,000	23,518	26,033	0	34,000	0	0
Movement to/(from) Gen Reserve	(18,000)	(9,374)	(28,000)	(23,518)	(26,033)		(34,000)		
<u>310</u>									
<u>Environmental Services</u>									
Total Income	28,131	16,130	18,050	17,270	17,330	0	17,050	0	0
Overhead Expenditure	55,507	58,606	33,600	17,129	31,911	0	40,700	0	0
Movement to/(from) Gen Reserve	(27,376)	(42,476)	(15,550)	141	(14,581)		(23,650)		
<u>325</u>									
<u>Projects</u>									
Total Income	6,000	12,337	0	4,461	4,461	0	0	0	0
Overhead Expenditure	20,500	320,637	10,000	9,682	27,188	0	7,000	0	0
Movement to/(from) Gen Reserve	(14,500)	(308,300)	(10,000)	(5,222)	(22,727)		(7,000)		
<u>401</u>									
<u>C H General Administration</u>									
Total Income	73,000	101,495	113,000	87,264	131,597	0	127,500	0	0
Overhead Expenditure	263,250	375,363	230,300	116,776	180,235	0	198,663	0	0
Movement to/(from) Gen Reserve	(190,250)	(273,868)	(117,300)	(29,511)	(48,638)		(71,163)		
<u>402</u>									
<u>C H Bar</u>									
Total Income	12,000	18,859	15,000	13,184	20,000	0	15,000	0	0
Overhead Expenditure	10,000	11,369	11,000	9,095	14,009	0	11,000	0	0

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Continued on next page



**Didcot Town Council**  
**Annual Budget - By Centre (Actual YTD Month 8)**

08/12/2023  
12:00

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	2,000	7,490	4,000	4,088	5,991		4,000		
<u>403</u> C H Catering									
Total Income	5,000	12,569	9,000	12,040	16,000	0	16,000	0	0
Overhead Expenditure	0	5,224	7,000	4,134	9,000	0	9,000	0	0
Movement to/(from) Gen Reserve	5,000	7,345	2,000	7,906	7,000		7,000		
<u>955</u> Earmarked Reserves									
Overhead Expenditure	6,000	-120,972	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(6,000)	120,972	0	0	0		0		
Total Budget Income	1,437,793	1,567,929	1,596,405	3,999,238	4,085,797	0	1,779,683	0	0
Expenditure	1,412,970	1,718,362	1,592,905	2,658,503	4,006,080	0	1,779,683	0	0
Movement to/(from) Gen Reserve	24,823	(150,433)	3,500	1,340,735	79,717		0		

# ITEM 7 BUDGET 24-25

## Didcot Town Council

(Prepared 5/12/2023)

### Budget Summary

Year Ended 31st March 2025

	2023/24		2024/25	Budget Incr/Decr	
	Projected	Budgeted (Revised)	Proposed	£	%
<b>REVENUE EXPENDITURE</b>					
Finance & General Purposes	660968	633326	710480	77154	12.18%
Environment	516856	452675	524121	71446	15.78%
Civic Hall	203244	248300	218663	-29637	-11.94%
	1381068	1334301	1453264	118963	8.92%
<b>INCOME</b>					
Finance & General Purposes	124552	71000	94700	23700	33.38%
Environment	61793	56550	56050	-500	-0.88%
Civic Hall	167597	137000	158500	21500	15.69%
	353942	264550	309250	44700	16.90%
<b>NET REVENUE EXPENDITURE</b>	1027126	1069751	1144014	74263	6.94%
<b>CAPITAL &amp; PROJECT EXPENDITURE (NET)</b>					
Capital Funding Provision				0	
Capital Expenditure	2467316	16000	31000		
Less: Funded from Reserves	-51316				
Less: Funded from Loan	-2400000				
Loan Capital Repayments	93328	242604	122257	-120347	
Loan Interest	115684		173162	173162	
	225012	258604	326419	52815	
<b>TOTAL NET EXPENDITURE</b>	1252138	1328355	1470433	127078	9.57%
Financed as follows					
Reserves at 1st April	77938	228374	157655		
Reserves at 31st March	157655	231874 **	157655		
Used to Fund Expenditure	-79717	-3500	0		
Precept Support Grant		0	0	0	
Precept Required	1331855	1331855	1470433	138578	10.40%
<b>TOTAL TAXATION FUNDING REQUIRED</b>	1331855	1331855	1470433	138578	10.40%
	1252138	1328355	1470433	127078	

<b>**Note:</b> Recommended minimum reserve equal to 3 months net revenue expenditure	256782	267438	286004
<b>General Reserve Surplus/(Shortfall)</b>	-99127	-35564	-128349

<b>TAX BASE</b>	(Band D Equivalents)	10767.8	11035.3	268	2.48%
<b>PRECEPT</b>	(Per Band D Equivalent) £/annum	£ 123.69	£133.25	£9.56	7.73%
	p/week	237.21 p	255.54 p	£0.1833	7.73%

<b>Earmarked Reserves</b>	31/03/2023	31/03/2024 (projected)	31/03/2025 (available)
CIL Splash Park	0	121000	121000
Own Funds Splash Park	200000	200000	200000
CIL Unallocated	276875	111440	111440
Building Repair Fund	118717	52616	52616
Election Fund	1336	0	15000
Others	189907	134520	134520
Rolling Capital Fund (available)	0	0 **	0
	786835	619576	634576

# ITEM 7 BUDGET 24-25

## Didcot Town Council

(Prepared 5/12/2023)

### Budget Detail

Year Ended 31st March 2025

	2023/24		2024/25	Budget Incr/Decr	
	Projected	Budgeted (Revised)	Proposed	£	%
<b>REVENUE EXPENDITURE</b>					
<b>Finance &amp; General Purposes</b>					
Central Administration	440897	415676	477316	61640	14.83%
Civic & Democratic	8943	7320	20630	13310	181.83%
Community Services	10000	10750	10000	-750	-6.98%
Corporate Management	16160	10580	14080	3500	33.08%
Willowbrook Community Centre	131668	136000	137254	1254	0.92%
Services to Others	200	0	200	200	
Other Costs & Income	0	0	0	0	
Arts & Grants - Empowered	53100	53000	51000	-2000	-3.77%
	<u>660968</u>	<u>633326</u>	<u>710480</u>		
<b>Environment</b>					
External Works - Central Costs	368911	327725	372471	44746	13.65%
Allotments	8650	6850	8850	2000	29.20%
Cemetery	5810	1600	7950	6350	396.88%
Edmonds Park	28500	28500	28500	0	0.00%
Ladygrove Park	9872	7000	12000	5000	71.43%
Lloyd Park	1496	900	650	-250	-27.78%
Other Parks & Recreation Areas	8485	8500	12000	3500	41.18%
Play Areas	26033	28000	34000	6000	21.43%
Environmental Services	31911	33600	40700	7100	21.13%
Projects	27188	10000	7000	-3000	-30.00%
	<u>516856</u>	<u>452675</u>	<u>524121</u>		
<b>Civic Hall</b>					
C H General Admin	180235	230300	198663	-31637	-13.74%
C H Bar	14009	11000	11000	0	0.00%
C H Catering	9000	7000	9000	2000	28.57%
	<u>203244</u>	<u>248300</u>	<u>218663</u>		
<b>Gross Revenue Expenditure</b>	<u>1381068</u>	<u>1334301</u>	<u>1453264</u>	<u>116963</u>	8.77%
<b>INCOME</b>					
<b>Finance &amp; General Purposes</b>					
Central Administration	21	0	0	0	
Civic & Democratic	0	0	0	0	
Community Services	0	0	0	0	
Corporate Management	0	0	0	0	
Willowbrook Community Centre	81833	66000	72000	6000	
Services to Others	2598	0	2700	2700	
Other Costs & Income	40000	5000	20000	15000	
Arts & Grants - Empowered	100	0	0	0	
	<u>124552</u>	<u>71000</u>	<u>94700</u>		
<b>Environment</b>					
External Works - Central Costs	0	0	0	0	
Allotments	16500	14500	15500	1000	6.90%
Cemetery	18000	18000	18000	0	0.00%
Edmonds Park	0	0	0	0	
Ladygrove Park	5500	6000	5500	-500	
Lloyd Park	0	0	0	0	
Other Parks & Recreation Areas	2	0	0	0	
Play Areas	0	0	0	0	
Environmental Services	17330	18050	17050	-1000	
Projects	4461	0	0	0	
	<u>61793</u>	<u>56550</u>	<u>56050</u>		
<b>Civic Hall</b>					
C H General Admin	131597	113000	127500	14500	12.83%
C H Bar	20000	15000	15000	0	0.00%
C H Catering	16000	9000	16000	7000	77.78%
	<u>167597</u>	<u>137000</u>	<u>158500</u>		
<b>Gross Revenue Income</b>	<u>353942</u>	<u>264550</u>	<u>309250</u>	<u>37700</u>	14.25%

ITEM 7 BUDGET 24-25

1440014 30419  
1354079

£1,440,013.52

Didcot Town Council

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## **Finance & General Purposes Committee** 18<sup>th</sup> December 2023

Report author: Janet Wheeler



## **Proposed precept request for the financial year 2024/2025 upon the rating authority**

### **Introduction**

This report asks Committee to consider the precept request for the financial year 2024/2025. The precept recommendation must be submitted to the next full Council meeting on 8<sup>th</sup> January 2024 and to South Oxfordshire District Council by 15<sup>th</sup> January 2024.

All Committees of the Council have gone through an examination of all cost centres within the budget. Reviews have been taking place throughout the autumn. Council should consider and agree the budget for the financial year 2024/2025.

### **Consideration**

As part of the budgeting process, the precept requirement must be reviewed in detail.

### **TAX BASE**

The precept for FY23/24 is currently £1,331,855. The number of dwellings in Didcot has increased from 13,676 to 13,943 with the corresponding working tax base increasing from 10,767.8 in 2023-2024 to 11,035.3. Last year owners of Band D properties paid £123.69 for Didcot Town Council to operate.

The F&GP Committee need to make a recommendation to the full Council as to the level they wish to set the precept for 2024-2025 financial year.

...cont'd/

**The recommendation to full Council is:**

**Precept: £1,470,433**

**Band D: £133.24 per year; 2.56 per week; 36p per day for Didcot Town Council to operate.**

**Increase: Approx. 7.7% (2.48% of this increase will come from the increased housing numbers – leaving the actual increase around 5.2%)**

**Ear-marked reserves and rolling reserves**

Any unspent cost centres can be rolled over for projects in the next financial year or to support the building of our general reserves which are too low at end of year. The Town Clerk recommends that the F&GP Committee review the finances at the February Committee meeting with a recommendation on the ear-marked reserves to go to the full Council meeting in March.

It is usual to apportion ear-marked reserves later in the financial year when a more accurate assumption can be made of available monies.

Ear-marked reserves can show a higher figure but the projects must be clearly identified to the auditor and should be reviewed annually. By making this a separate report for the Council meeting in March – we can clearly show the auditor the projects that require funding.

**Legal Implications**

1. A Council's functions with respect to levying or issuing a precept can only be discharged by the Full Council (s.101 (6) of the 1972 Act).

**Financial & Risk Implications**

2. The primary risk of any budget is that it is forecast based on assumptions and, as such, there is a risk that these assumptions may prove to be incorrect. There are also further risks that either cannot be fully predicted or lie outside the control of the Council (e.g. movements in interest rates or pandemic viruses).

Janet Wheeler  
Town Clerk

## Finance

Head of Service: Simon Hewings



Listening Learning Leading

Contact: Damon Cotterill

Email: [parish.precepts@southandvale.gov.uk](mailto:parish.precepts@southandvale.gov.uk)

Didcot Town Council  
Janet Wheeler  
Council Offices  
Britwell Road  
OX11 7JN

22 November 2023

Dear Janet Wheeler

### Precepts 2024/25

The time is approaching when this council needs to know the amount of your precept for the financial year 2024/25. The precept will be your estimate of your Town/Parish Council's net expenditure (i.e. after other income) for 2024/25.

The council tax per band 'D' dwelling for your Town/Parish Council will be calculated by dividing the precept by the council tax base for your area. The tax base is the equivalent number of band 'D' dwellings after allowing for exemptions, discounts and other reductions.

e.g.	Precept	£10,000.00
	+	
	Tax Base	500
	=	
	Council Tax per Band 'D' Dwelling	<u>£20.00</u>

Attached are details of the provisional tax base for 2024/25 by parish, which is subject to approval by the Council on Thursday 14 December 2023. We will advise you in writing if there are any changes to these figures as soon as possible after this date.

It is strongly recommended that you calculate your Town/Parish Council's council tax by band 'D' property, and compare this with the equivalent figure for 2023/24 which was **£123.69**.

Please note that the tax base can go down as well as up, as a result of, for example, more single person's discounts being awarded.

**This means that, whilst you may set the total precept at the same level as in the previous year, the band 'D' Council Tax figure will change if your tax base has moved.**

### **Precept payment dates**

We proposed to pay the precept to Parish/Town Councils in two equal instalments in:-

week commencing 1 April 2024	50%
week commencing 2 September 2024	50%

### **The date by which you must return your precept form**

We enclose a precept request form for completion which should ideally be returned by **no later than Monday 15 January 2024**.

**We are, however, aware that some councils will not hold their precept setting meeting until after this date, therefore it is possible to extend the deadline for these councils to Monday 22 January 2024 provided that you let us know by 15 January 2024.**

If you think you may not be able to meet this later deadline, please email [parish.precepts@southandvale.gov.uk](mailto:parish.precepts@southandvale.gov.uk).

### **Method of payment of your precept by this council**

We will only be making precept payments by BACS. The attached precept form is pre-printed with your Parish/Town Council's payment details as per our records. Please ensure that the correct bank details are shown on the signed form that you return to us. Please return the completed form by email to the address at the bottom of the form.

### **Help and advice**

If you have any questions on how your council tax base has been calculated, please contact **Trevor Gaffney** via email [trevor.gaffney@southandvale.gov.uk](mailto:trevor.gaffney@southandvale.gov.uk).

If you have any questions regarding the precept process or the date for the return of your precept form, please contact **Damon Cotterill** via email at [parish.precepts@southandvale.gov.uk](mailto:parish.precepts@southandvale.gov.uk) or telephone on 07821 637925.

Yours sincerely,



Simon Hewings  
Head of Finance



PARISH COUNCIL TAX BASES -						2024-25					
PARISH/TOWN COUNCIL	NUMBER OF DWELLINGS 2024-25	NUMBER OF DWELLINGS 2023-24	PARISH TAX BASE 2024-25	PARISH TAX BASE 2023-24	% CHANGE ON YEAR	PARISH/TOWN COUNCIL	NUMBER OF DWELLINGS 2024-25	NUMBER OF DWELLINGS 2023-24	PARISH TAX BASE 2024-25	PARISH TAX BASE 2023-24	% CHANGE ON YEAR
Adwell	16	16	15.7	15.1	4.0%	Sandford on Thames	582	581	499.9	497.9	0.4%
Aston Rowant	353	352	435.7	436.0	-0.1%	Shiplake	753	744	1,045.3	1,020.8	2.4%
Aston Tirrold & Upton	238	231	288.1	277.0	4.0%	Shirburn	55	55	63.0	62.1	1.4%
Beckley & Stowood	256	257	287.5	288.3	-0.3%	Sonning Common	1,806	1783	1,793.8	1,763.5	1.7%
Benson	2,176	2065	2,170.6	2,039.0	6.5%	South Moreton	133	133	132.1	129.5	2.0%
Berinsfield	1,112	1111	683.7	673.9	1.5%	South Stoke	226	222	236.4	230.4	2.6%
Berrick Salome	131	131	179.6	176.1	2.0%	Sladhampton	401	396	408.0	402.0	1.5%
Binfield Heath	290	288	333.0	325.8	2.2%	Stanton St John	190	189	224.2	226.0	-0.8%
Bix & Assendon	263	265	341.5	340.1	0.4%	Stoke Row	286	282	348.5	343.1	1.6%
Brightwell Baldwin	85	83	105.0	110.1	-4.6%	Stoke Talmage	27	27	35.3	34.4	2.6%
Brightwell cum Solwell	657	657	696.1	701.1	-0.4%	Swyncombe	119	118	146.7	145.0	1.2%
Briwell Salome	87	87	105.7	104.4	1.2%	Sydenham	152	151	169.9	167.4	1.5%
Chelgrove	1,268	1245	1,163.3	1,158.8	0.4%	Tetsworth	335	336	347.3	340.5	2.0%
Checkendon	219	219	254.0	254.4	-0.2%	Thame	5,793	5775	5,066.7	5,030.5	0.7%
Chinnor	3,248	3171	3,025.6	2,949.4	2.6%	Tiddington with Albury	281	281	270.7	268.9	0.7%
Cholsey	1,973	1893	1,765.2	1,678.5	5.2%	Toot Baldon	84	82	80.1	75.0	6.8%
Clifton Hampden	255	256	293.4	293.1	0.1%	Towensey	190	186	201.7	197.6	2.1%
Crowell	54	47	65.8	57.9	13.6%	Wallingford	3,961	3885	3,249.8	3,167.5	2.6%
Crownmarsh	955	856	921.5	832.0	10.8%	Warborough	466	460	527.0	515.1	2.3%
Cuddesdon & Denton	211	210	193.1	187.9	2.8%	Waterperry with Thomley	81	83	90.4	95.9	-5.7%
Culham	176	175	186.3	184.6	0.9%	Waterstock	44	44	51.9	51.6	0.6%
Cuxham with Easington	60	60	62.2	65.6	-5.2%	Wallington	1,379	1295	1,309.1	1,224.7	6.9%
Didcot	13,943	13676	11,035.3	10,767.8	2.5%	West Hagbourne	120	120	132.0	127.0	3.9%
Dorchester	481	482	559.2	556.6	0.5%	Wheatfield	11	11	16.0	15.8	1.3%
Drayton St Leonard	117	117	133.9	133.3	0.5%	Thame	1,944	1941	1,804.4	1,788.5	0.9%
East Hagbourne	512	504	527.4	516.4	2.1%	Whitchurch on Thames	336	336	409.3	410.0	-0.2%
Elsfield	47	47	53.0	53.2	-0.4%	Woodcote	1,086	1059	1,092.9	1,064.5	2.7%
Ewelme	431	431	369.3	392.3	-5.9%	Wood Eaton	29	29	37.0	37.4	-1.1%
Eye & Dunsden	155	156	196.1	190.4	3.0%	<b>TOTAL</b>	<b>65,984</b>	<b>64,880</b>	<b>62,683.2</b>	<b>61,349.5</b>	<b>2.2%</b>
Forest Hill with Shotover	422	421	387.4	381.5	1.5%		1.7%		2.2%		
Garsington	811	792	736.6	715.9	2.9%						
Goring	1,581	1572	1,782.2	1,753.7	1.6%						
Goring Heath	507	506	600.9	592.4	1.4%						
Great Haseley	255	252	275.7	267.0	3.3%						
Great Milton	355	353	340.0	328.0	3.7%						
Harpden	161	160	228.7	225.6	1.8%						
Henley on Thames	6,204	6146	6,177.1	6,102.7	1.2%						
Hightmoor	145	143	186.8	177.2	5.4%						
Hollon	169	165	200.4	188.8	6.1%						
Horspath	620	620	625.2	626.2	-0.2%						
Ipsden	158	157	168.0	166.2	1.1%						
Kidmore End	542	542	710.5	706.4	0.6%						
Lewknor	308	308	333.0	328.9	1.2%						
Little Milton	206	206	214.8	215.1	-0.1%						
Little Wittenham	28	28	34.6	34.3	0.9%						
Long Wittenham	394	363	381.1	346.8	9.9%						
Mapledurham	130	130	134.0	130.3	2.8%						
Marsh Baldon	120	118	138.5	128.1	8.1%						
Moulsoford	218	218	255.7	255.3	0.2%						
Newlbed	345	346	378.4	372.1	1.7%						
Newington	46	46	57.9	59.0	-1.9%						
North Moreton	162	161	195.6	194.2	0.7%						
Nuffield	225	226	247.3	245.8	0.6%						
Nuneham Courtenay	104	105	112.9	106.7	5.8%						
Pishill with Stonor	146	145	193.8	191.5	1.2%						
Pyton	104	92	128.5	117.5	9.4%						
Rotherfield Greys	193	189	259.8	253.2	2.6%						
Rotherfield Peppard	700	698	958.6	947.4	1.2%						

ITEM 9 - EDMONDS PARK  
COMMUNITY & SPORTS PAVILLION

**Janet Wheeler**

---

**From:** Tika Paudel <TPaudel@ridge.co.uk>  
**Sent:** 11 December 2023 16:44  
**To:** Janet Wheeler  
**Cc:** Stuart Mundy; Simon Keen  
**Subject:** 5018614 - New Sports and Community Pavilion, Edmonds Park, Didcot - Cost Report nr 7  
**Attachments:** 5018614 - New Sports and Community Pavilion - Cost Report Nr 7.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Janet,

Please find attached our Cost Report Nr 7 for the above.

The report details our estimated projected final sum for LIFE Contract works and the overall Project costs.

In summary, the estimate of the final account value of LIFE is £2,193,034 and the overall project cost is £2,326,196. There is a contingency balance of £73,804 out of the total authorised expenditure of 2.4m.

We would draw your attention to the comments and information included in the 'Executive Summary'.

An updated copy of cashflow forecast has also been attached with this report.

Should you have any queries, please do not hesitate to contact.

Kind Regards,

**Tika Paudel**  
**Quantity Surveyor**  
Ridge and Partners LLP  
07771 371238  
01993 815066  
TPaudel@ridge.co.uk



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# RIDGE

**COST REPORT NR 7**  
**NEW SPORTS AND COMMUNITY PAVILION**  
**DIDCOT TOWN COUNCIL**

11 December 2023



## NEW SPORTS AND COMMUNITY PAVILION

### DIDCOT TOWN COUNCIL

## COST REPORT NR 7

### Main Contract Works Package

11 December 2023

#### Prepared for

Didcot Town Council  
Britwell Road  
Didcot  
Oxfordshire  
OX11 7HN

#### Prepared by

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#### Version Control

Issue Date	11/12/23
Originator Initials	TP
Checked Initials	MB
Version	7.00
Notes	



## **COST REPORT NR 7**

NEW SPORTS AND COMMUNITY PAVILION

**RIDGE**

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## 1. EXECUTIVE SUMMARY

### 1.1 Key Report Information

- Report based on information available on : 11 December 2023
- Report includes estimated values for the Contract Variations issued to date : CAI 1 to 9
- 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 less than the overall predicted cashflow and also for November valuation, the expenditure is less than the predicted cashflow.  
The Contractor is currently predicting a final account figure less 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.
- As previous report, 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.
- As previous report, white lining to carpark & soft landscaping works have been omitted from LIFE's scope and made an allowance under overall project cost for DTC to complete.
- 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



**1. EXECUTIVE SUMMARY**

**1.2 Key Report Analysis**

- Contract Sum: 2,188,096
- Total Project Contingency: 102,554
- Current Authorised Expenditure for Construction: 2,290,650
- Anticipated Final Account (Construction Cost): **2,193,034**
- Current overspend (+)/underspend (-) against Contract Sum 4,938
- Current overspend (+)/underspend (-) against Authorised Expenditure **(97,616)**
- Current overall Project Cost: **2,326,196**
- Current balance of Contingency: **73,804**
- Overall construction cost change in the report since the last report : 10,340
- Main reasons for overall change in the report are :

DESCRIPTION		TOTAL £
1	Item 1.04: Lightning protection (as LIFE anticipated incl attendance)	314
2	Item 1.15: Allowance for generator for heating	10,026
3	Item 1.16 Allowance for Solicitor's fee for sewer connection	tbc
4	Item 1.17 Allowance for Thames Water inspection fee nd PM fee	tbc
<b>Total Overall</b>		<b>£ 10,340</b>



**2. AUTHORISED EXPENDITURE**

REF	DESCRIPTION	VALUE OF CLIENT REQUESTED ITEMS	OMISSIONS £	ADDITIONS (rounded) £
1.00	Original Authorised Expenditure for the project: <b>£2,400,000.00</b> Out of which;			
	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 estimated cost: £2,297,446.03			
	Contingency Allowance: £102,553.97			102,554
	Further anticipated expenditure from contingency:			
	Variations (CAIs & Anticipated costs) £4,938.00			
	Allowance for White lining to carpark (omitted in LIFE scope) £3,000.00			
	Allowance for Soft landscaping (omitted in LIFE scope) £20,000.00			
	Electricity meter based on Energy Assets e-mail £812.00			
	Total anticipated expenditure: £28,750.00			
	Current overall Anticipated Project Cost: £2,326,196.03			
	Contingency Balance <b>£73,803.97</b>			
	Sub totals	--	--	2,290,650
	Deduct omissions			-
<b>Total to General Summary (Authorised expenditure for construction)</b>			<b>£</b>	<b>2,290,650</b>



**3. GENERAL SUMMARY**

**3.1 Construction Cost Report Collection**

REF	DESCRIPTION	CONTRACT SUM £	PREVIOUS REPORT £	THIS REPORT TOTAL £	MOVEMENT £
1	Contract Sum (including provisional sum)	2,188,096	2,188,096	2,188,096	--
2	Package Procurement (included above)		--	--	--
3	Prime Cost & Provisional Sums		--	--	--
4	Contract Variations		(2,866)	(2,866)	--
5	Anticipated Variations		(2,535)	7,805	10,340
6	Lodged/Anticipated Claims		--	--	--
	Anticipated Final Account Value	£ 2,188,096	2,182,694	<b>2,193,034</b>	10,340
	Contingency for Balance of Project		84,956	73,804	(10,340)
	<b>Anticipated Total</b>	<b>£</b>	<b>2,267,650</b>	<b>2,266,838</b>	<b>--</b>

**3.2 Key Report Summary**

Anticipated Final Account Value	2,182,694	2,193,034	10,340
Authorised Expenditure for Construction	2,290,650	2,290,650	--
<b>Forecast underspend on Authorised Expenditure</b>	<b>£</b>	<b>(97,616)</b>	

**3.3 Key Report Notes**

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

**5. PROVISIONAL SUMS**

REF	DESCRIPTION	CONTRACT VALUE	OMISSIONS	£	ADDITIONS £
Value Engineering - PROVISIONAL included in contract sum			As confirmed in the progress meeting 28th September, All provisional savings are achievable		
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)			
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					--
<b>Net Adjustment to General Summary</b>				<b>£</b>	<b>--</b>



**6. CONTRACT VARIATIONS**

REF	DESCRIPTION	OMISSIONS £	ADDITIONS £
	<b>Contract Instruction Nr 1 (18-04-23)</b>		
1.01	Confirmation by Didcot Town Council that a performance bond is not required	(2,356.88)	
	<b>Contract Instruction Nr 2 (23-05-23)</b>		
2.01	Omit 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
	<b>Contract Instruction Nr 3 (09-06-23)</b>		
3.01	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
	<b>Contract Instruction Nr 4 (28-07-23)</b>		
4.01	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
	<b>Contract Instruction Nr 5 (28-07-23)</b>		
5.01	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
	<b>Contract Instruction Nr 6 (02-08-23)</b>		
6.01	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



**6. CONTRACT VARIATIONS**

REF	DESCRIPTION	OMISSIONS £	ADDITIONS £
7.01	<p><b>Contract Instruction Nr 7 (21-09-23)</b></p> <p>Confirm Didcot Town Councils instruction for Bookteq/Lockteq to complete a site survey for £180+VAT to enable Bookteq/Lockteq to provide a quotation for the installation of Bookteq/Lockteq booking system software to enable access to the building via the main entrance door and external door to changing room using this system</p> <p>Further instruction to be issued to cover the installation cost/revision to existing costs once LIFE and their sub-contractors have received Bookteq/Lockteq's quotation.</p>		188.55
8.01	<p><b>Contract Instruction Nr 8 (28-09-23)</b></p> <p>AV Variation</p> <p>To Breakout Rooms 1 &amp; 2 the Employer confirms the following amendments to the AV system are required:</p> <p>a) Omit Single socket, data and HDMI point to the ceiling of Breakout Rooms 1 &amp; 2.</p> <p>b) Omit Double socket, data and HDMI points to Breakout Room 1 (to wall with internal door); Add 1nr double socket with USB and HDMI socket with USB @ approx. 930mm above FFL; Add 1nr double socket with USB and 1nr HDMI/Data socket with USB @ approx. 1700mm above FFL. HDMI points @ 930 and 1700 to be linked.</p> <p>c) Omit Data and HDMI points to Breakout Room 2 (to wall with internal door); Add 1nr double socket with USB and HDMI socket with USB @ approx. 930mm above FFL. Add 1nr double socket with USB and 1nr HDMI/Data socket with USB @ approx. 1700mm above FFL. HDMI points @ 930 and 1700 to be linked.</p> <p><u>Small Power Amendments</u></p> <p>d) Confirm sockets to Breakout Room 1 are to be USB sockets</p> <p>e) Breakout room 2 - Add 2nr additional double sockets to the left hand wall to provide 3nr in total</p> <p>Note; this Instruction is issued on the basis that there are no time implications associated with making the changes</p>	<p>Nil</p> <p>Nil</p> <p>Nil</p> <p>Nil</p> <p>Nil</p>	<p>Nil</p> <p>Nil</p> <p>Nil</p> <p>See Anticipated Section</p>



**6. CONTRACT VARIATIONS**

REF	DESCRIPTION	OMISSIONS £	ADDITIONS £
<b>Contract Instruction Nr 9 (13-10-23)</b>			
9.01	Confirm the planting (excluding topsoil or any associated preparation and bark topping etc) and associated maintenance is to be omitted from the Contract. This work will be undertaken directly by the Client.	TBA. See anticipated section for omission and addition	
9.02	LIFE to obtain approval for the proposed alternative planting scheme (details to be provided by Client) and obtain a derogation to planning condition 10 regarding the implementation of the planting element of the landscaping scheme prior to first occupation to after occupation.		TBA. Ssee anticipated section for allowance
9.03	Confirm Client instruction to omit the white lining to the existing car park.	(1,937.88)	
Sub totals		(35,719.76)	32,853.27
Deduct omissions			(35,719.76)
<b>Net Adjustment to General Summary</b>			<b>£ (2,866.49)</b>



**7. ANTICIPATED VARIATIONS**

REF	DESCRIPTION	OMISSIONS £	ADDITIONS £
1.01	Allowance for Water butts 2nr x 100 litre capacity (Client request)	--	See CAI 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	--	4,619.00
1.05	Hand dryer specification confirmation (saving of £1,200 included in VE saving achievable)	--	--
1.06	Changes to the AV requirements to meeting rooms		See CAI Nr 8
1.07	Changes to the planting as DTC landscaper does not like the planting as planning drawings. This will require a Non-Material Amendment to the current condition together with an amendment that the planting can be undertaken during the planting season. Omit soft landscaping from LIFE scope.	(13,485.13)	
1.08	EV Charging - DTC preferred EV charging "Rolec Pod Charger". LIFE proposed charger "EV-FLRSTAND EVA-07S-SE-RFID". There may have an additional cost implication for Rolac Pod Charger.		1,000.00
1.09	Omission of white Lining to Car park. This will be carried out directly by DTC after the completion of Splashpark (Total omission £2,034.77. Omitted in CAI 9.03: £1,937.88. Balance to be omitted £96.89)	(96.89)	

**7. ANTICIPATED VARIATIONS**

REF	DESCRIPTION	OMISSIONS £	ADDITIONS £
1.10	Planning fee for soft landscaping changes		500.00
1.11	Changes to the soft landscaping: To be completed by DTC landscaper: Allowance included within contingency.		See authorised expenditure section
1.12	White lining: To be carried out by DTC: Allowance included within contingency		See authorised expenditure section
1.13	Allowance for 2nr double sockets, including associated BWIC as CAI Nr 8e		241.95
1.14	Electricity meter (direct by client)		See authorised expenditure section
1.15	Allowance for generator hire for heating due to delay in electricity connection (generator hire estimated for 2 weeks)		10,026.00
1.16	Allowance for Solicitor's fee for sewer connection		tbc
1.17	Allowance for Thames Water inspection fee and PM fee		tbc
	Sub totals	(13,582.02)	21,386.95
	Deduct omissions		(13,582.02)
<b>Net Adjustment to General Summary</b>			<b>£ 7,804.93</b>





**8. LODGED/ANTICIPATED CLAIMS**

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

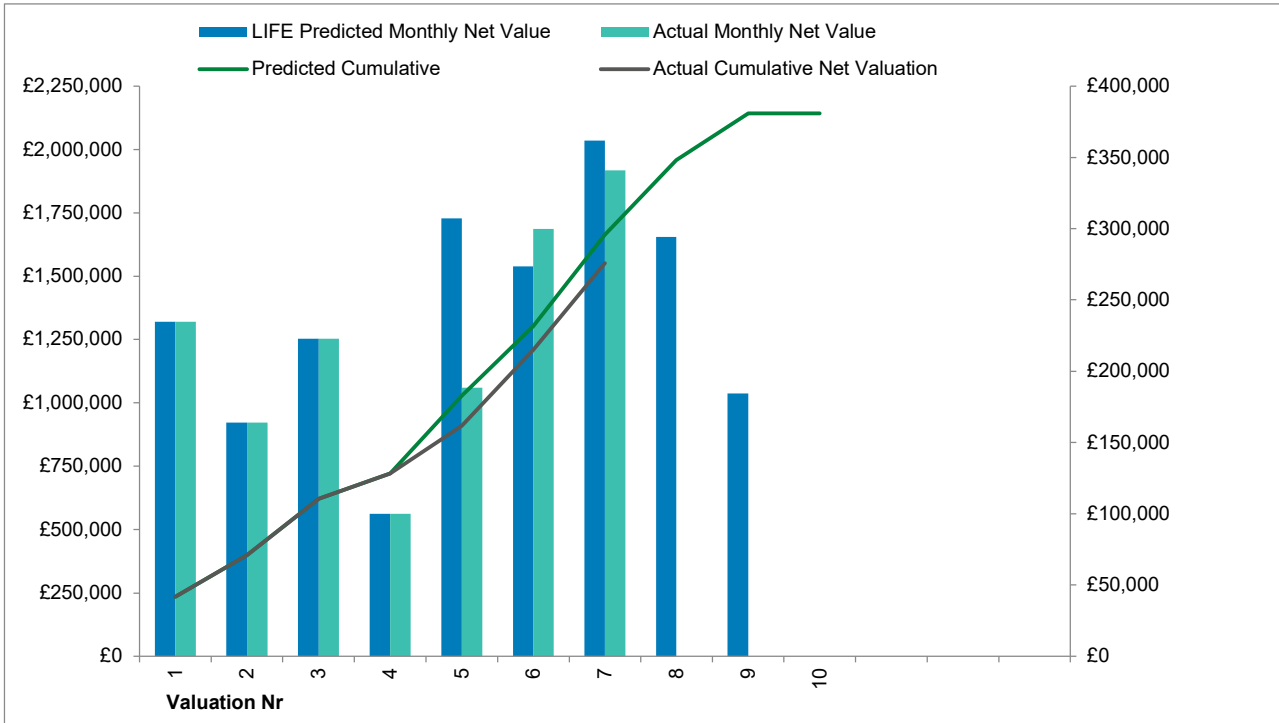
# A. PROJECT CASHFLOW COMPARISON

**A. CASHFLOW FORECAST**

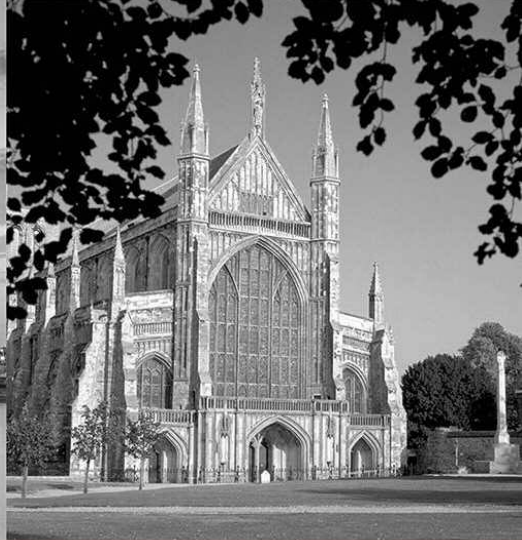
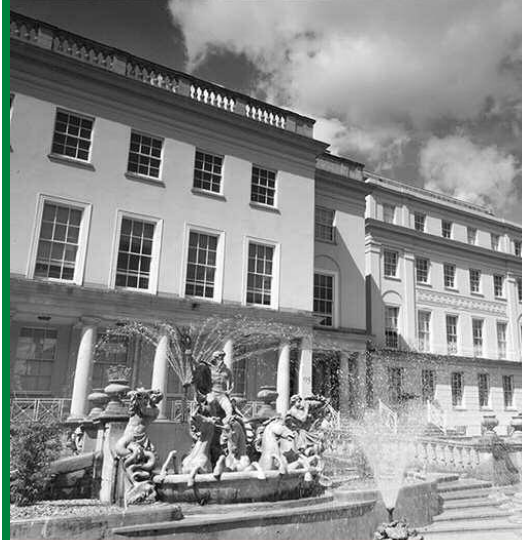
Updated based upon Contractor's forecast FA

**Cumulative**

**Monthly**



Ref.		Predicted Cumulative	Actual Cumulative Net Valuation	LIFE Predicted Monthly Net Value	Actual Monthly Net Value
1	May-23	£234,624	£234,624	£234,624	£234,624
2	Jun-23	£398,733	£398,733	£164,109	£164,109
3	Jul-23	£621,521	£621,521	£222,788	£222,788
4	Aug-23	£721,514	£721,515	£99,993	£99,994
5	Sep-23	£1,028,774	£910,090	£307,260	£188,575
6	Oct-23	£1,302,312	£1,209,895	£273,538	£299,805
7	Nov-23	£1,664,060	£1,550,758	£361,748	£340,863
8	Dec-23	£1,958,169		£294,109	
9	Jan-24	£2,142,474		£184,305	
10	Feb-24	£2,142,474			
11	Mar-24	£2,142,474			
12	Apr-24	£2,142,474			
13	May-24	£2,142,474			
14	Jun-24	£2,142,474			
15	Jul-24	£2,142,474			
16	Aug-24	£2,142,474			
17	Sep-24	£2,142,474			
18	Oct-24	£2,142,474			
19	Nov-24	£2,142,474			
20	Dec-24	£2,142,474			
21	Jan-25	£2,197,404		£54,930	
22	Feb-25				
23	Mar-25				
				<b>£2,197,404</b>	<b>£1,550,758</b>



# RIDGE



[www.ridge.co.uk](http://www.ridge.co.uk)

# The Public Sector Deposit Fund

## Fund fact sheet – 30 November 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. Share class 4 is reserved for public sector organisation investment only.

### Responsible investment policy

The fund is managed in accordance with CCLA's values-based screening policy which can be found in the policies and reports section on our website.

We monitor our counterparties' environmental, social and governance risk management on a regular basis and take action if necessary. This process is based on the work of our in-house Sustainability team and their data providers. Additional information is available on request.

### 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.

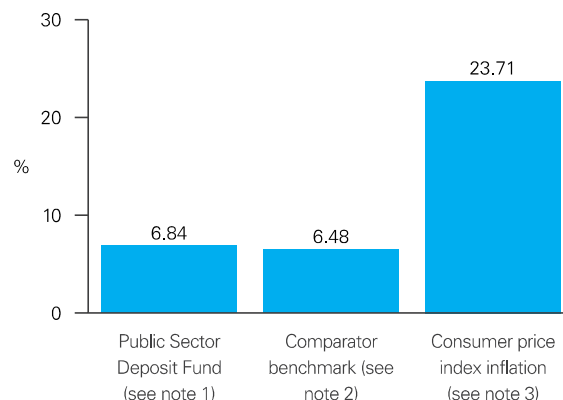
### Top 10 counterparty exposures (%)

9.78%	Landesbank Baden-Wuerttemberg
9.78%	National Bank of Canada
9.78%	Yorkshire Building Society
9.29%	HM Treasury
7.34%	DBS Bank Limited
4.30%	BNP Paribas
3.91%	ABN Amro Bank N.V.
3.91%	Lloyds Bank Corporate Markets plc
3.91%	Mizuho Bank
3.91%	Nordea Bank AB

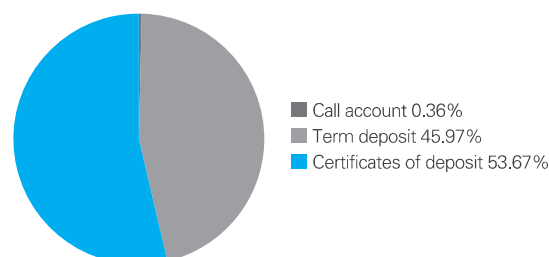
### Share class 4 yield as at 30 November 2023

**5.30%**

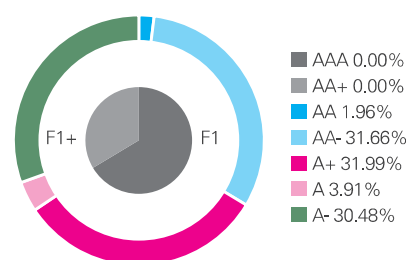
### 5 years performance



### Asset type (%)



### Credit rating (%) see note 4



### Top 10 country exposures (%)

30.46%	UK
14.67%	Canada
11.25%	Germany
11.25%	Singapore
9.78%	Japan
6.55%	France
4.01%	Netherlands
3.91%	Finland
1.96%	Belgium
1.96%	Sweden

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.

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## Income

Average yield over the month	5.26%
Yield at the month-end shown	5.30%

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## Total return performance by year

12 months to 30 November	2019	2020	2021	2022	2023
The Public Sector Deposit Fund	+0.75%	+0.36%	+0.03%	+1.06%	+4.51%
Comparator benchmark	+0.58%	+0.10%	+0.04%	+1.14%	+4.54%
Relative (difference)	+0.17%	+0.26%	-0.01%	-0.08%	-0.03%

## Annualised total return performance

Performance to 30 November	1 year	3 years	5 years
The Public Sector Deposit Fund	+4.51%	+1.85%	+1.33%
Comparator benchmark	+4.54%	+1.89%	+1.26%
Relative (difference)	-0.03%	-0.04%	+0.07%

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

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## Market update

The UK economy has so far avoided the recession which many observers have been predicting, but is still struggling to gain any momentum. Official data providing the first estimate of activity levels in the third quarter of 2023 indicated that the economy had flatlined over that period. Modest growth in manufacturing and construction was offset by declining levels of household spending, government consumption and business investment. Meanwhile in the UK annual headline CPI growth fell sharply to 4.6% in October, from 6.7% in September. The single biggest contributor to the decline was a reduction in household energy prices compared with a year ago. Core inflation fell less dramatically, coming down from 6.1% to 5.7% year-on-year. In the UK, the Bank of England (BoE) held rates at 5.25% and Governor Andrew Bailey echoed the view that even though headline inflation would likely continue to fall, underlying price pressures and a tight labour market meant that policy would probably need to remain restrictive for an extended period of time.

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## Key facts

Authorised corporate director	CCLA Investment Management Limited
Fund size	£1,022m
Fitch money-market fund rating	AAAmf
Weighted average maturity	49.76 days
Launch date	May 2011
Dealing day	Each business day (see note 5)
Withdrawals	On demand
Fund domicile	United Kingdom
ISIN (share class 4)	GB00B3LDFH01
Interest payment frequency	Monthly
Ongoing charges figure	0.08% (see note 6)

## Please Contact

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

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 terms used in this communication. If you would like the information in an alternative format or have any queries, please call us on 0800 022 3505 or email us at [clientservices@ccla.co.uk](mailto:clientservices@ccla.co.uk).**

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## Risk warning and disclosures

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## Finance and General Purposes Committee

### 18<sup>th</sup> December 2023

Report Author: Deputy Town Clerk & Outdoor Services Manager



## Didcot Town Youth Football Club usage agreement

### Introduction

1. This report asks the Committee to consider a proposal for usage at Edmonds Park, by Didcot Town Youth Football Club (DTYFC).

### Background

2. Didcot Town Youth were initially contacted on 6<sup>th</sup> October with suggested terms of an agreement, which included the following:
  - a. Full use of the pitches at weekends throughout September to April (excluding holidays) weather dependant
  - b. Full use of the welfare units throughout September to April (excluding holidays)
  - c. Initial measuring and marking of all pitches at the start of the season – layout of pitches to be agreed between the club and the OSM
  - d. Full use of the storage unit all year round
  - e. Routine grass cutting and maintenance throughout the whole year
3. The proposed agreements did not include:
  - a. Overmarking throughout the season
  - b. Guaranteed weekly training session space
  - c. Marking of the pitches for any event/tournament
4. DTYFC was offered the opportunity to 'hire' one of the Town Council's line marking machines for a returnable deposit of £350 per season.
5. The suggested usage charge for DTYFC was offered at £5,500. These figures were based on last year's fixtures and any unit hire charge paid last season.

6. The Town Clerk requested copies of Didcot Town Youth's finances again, on 7<sup>th</sup> November 2023, to enable Councillors to make an informed decision on charges. A document was received on 13<sup>th</sup> November detailing some income and expenditure, but the Town Council requested bank statements to enable a more informed decision to be made.
7. An email was received on 9<sup>th</sup> December from DTYFC with a counteracting proposal – email chain attached.
8. In summary, DTYFC have proposed they pay £5,000 per football season to include:
  - Access to the welfare units throughout the season (September to April)
  - Club over marking the pitches after the initial marking carried out by the outdoor team
  - Installation of a small kitchen and tea urn in one of the changing rooms – costs to be covered by DTYFC
  - Erection of fencing around the compound, to secure the goal posts – costs to be covered by DTYFC
  - The cost of the weekend hire for the club's Football Tournament (£720)
  - Removal of waste from the storage unit at the park (the club want to use the Town Council's skip) to 'free up space' for a line marking machine

## Recommendations

9. The Committee is asked to consider the proposed changes, in comparison with what has been previously agreed with Didcot Casuals Football Club.

It is the Officer's recommendations to:

- a) Consider the installation of a small kitchen, however this would need to be carried out by qualified professionals – risk assessments, insurance details and proof of qualifications would be needed prior to the Council agreeing this work. DTC would need to ensure that changing the use of one of the welfare units would be allowed under the current planning approval.
  - b) Consider allowing the fencing of the compound, costs to be covered by DTYFC.
  - c) Charge the club separately for the date of the tournament. Every applicant who book to hold a chargeable event on the Town Council's land is billed. The Club take over the whole park from Friday afternoon to the Sunday evening.
10. The Outdoor Services skip stored at the depot, is for use by the Outdoor team. It fills quickly and costs the Council between £400 - £700 (depending on weight of waste), to have collected and disposed of. The Committee should consider whether they will allow DTYFC to use valuable space in the Council's skip for their waste



free of charge or instruct the club to arrange their own removal, as is their responsibility.

- Officers would be interested to know what waste is stored in the unit which is supplied by DTC solely for the storing of the club's equipment.

11. It is the Officer's recommendation to approve the £5,000 charge for the football season, fixed for 3 years, but to charge the club £720 for the two-day football tournament event – this charge is for the park hire and will not include marking of any pitches, but not approve the use of the Town Council's skip.

## **Legal Implications**

12. Didcot Town Council has a duty to adhere to any agreement signed by both parties.
13. The Town Council also has a duty of care to all visitors and hirers of our outdoor spaces and facilities and has the power to maintain and control land for open spaces – Open Spaces Act 1906, s.9-10.
14. The Town Council has the power to provide and encourage the use of facilities – Local Government Act 1972, s.144.
15. All planning considerations must be considered where needed; advice sought from the planning authority (SODC).

## **Financial Implications**

16. There would obviously be financial implications as the hire charges are income for the Town Council.
17. Should any agreed charges for DTYFC be approved by the Committee it would be fixed income for three years.

## **Risk Implications**

18. The main risk to the Council is the potential of the club refusing to adhere to any signed agreement, or to not agreeing on the terms. This would potentially delay the Town Council receiving any payment for club use of the Town Council's land and facilities.

**Lucy Blake**

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**From:**  
**Sent:** 09 December 2023 21:02  
**To:** Lucy Blake; Janet Wheeler  
**Cc:** Mike Blake;  
**Subject:** Re: Pitch usage in Edmonds Park

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Lucy,

Apologies for the delay, we have had lots to look into and try to sort out before coming back to you. We would be happy to share any bank account details with you that you need to see but were not really sure what the benefits of the last few months statements would be, compared to what the account looks like over a whole season of activity, which we've already shared with you. And of course, we would be very happy to get together and discuss all this in person, I'm sure it would be easier for us all.

We would also like to offer our own proposal back to you to try and move this situation forward -

We would agree to marking the pitches as a club throughout the season following the initial marking, we would provide our own paint and possibly purchase our own line marker, although we need to investigate costs further,

We would like access to the toilets, changing rooms and container throughout the season as you previously proposed,

We would like to propose some changes to the compound fencing to secure the goals more substantially, we propose covering the cost of this as a club, (With your prior agreement to what we have in mind first of course)

We would like to install a small kitchen and a Tea urn into one of the changing rooms, this would enable us to serve teas and coffees to visiting teams parents and help our funds throughout the season, part of which would help cover the increase in costs we're being faced with, we would also cover the cost of this installation and work as a club,

We would like to clear some space in the current container in the car park to enable storage of line marking paint and line marker etc, we may need some space in the skip in the council compound to get rid of some of the waste we have to enable this additional storage, I can show Mike what we have to dispose of, it's not that much

We would like to include the weekend booking fees of our tournament in the season cost, this is our main money maker of the season and the hit of this booking fee on top of the other costs we have to shell out has a harmful effect on our finances,

For all of the above we believe a fee of £5000 per season would be a fair reflection for both parties to help move this situation forward, although this is less than your proposal we would be investing a considerable amount of work, time and effort to improve the current facilities that we have available at the park, all of this would hopefully help us generate some financial benefits which would help cover the increased costs of the park hire over the season.

We would be very happy to arrange a time to get together with you all and try and move this forward,

Many thanks

**FINANCE AND GENERAL PURPOSES COMMITTEE – PROGRESS REPORT**

**Agenda item 12**

<b>Meeting/minute</b>	<b>Item/topic</b>	<b>Up-date/status</b>	<b>Review date/meeting</b>
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.	<b>SODC progressing</b>
Various meetings	Status of Restore project and OSM’s plans for the allotment site	Review of use of site	<b>Suggest a meeting with the charity to understand their plans</b>
Minute 81 – risk assessments	Specific risk assessments	Professional input requested on these sheets	<b>Specific /targeted risk register work started.</b>
Minute 139 – reposition of CCTV camera	Costs, feasibility and potential funding to be explored	To be progressed	<b>SODC progressing</b>
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.	<b>Agenda item</b>
Wayleave agreements	Specialist surveyor recommended by SODC	Town Clerk to contact the company to represent us.	<b>Town Clerk has asked for sight of any agreements before signing</b>
Minute 84 - Edfest and Hatwells Fair	Hatwells contacted re second choice dates	Want to work with Edfest on first choice dates which clash. Environment to decide on their daily rate.	<b>DTC need to clarify whether they are happy for both to work together.</b>
Minute 87 - Security for DTC events and at the Civic Hall	Security and actions in an emergency	Town Clerk to speak to the Police in the first instance	<b>TBC</b>
Minute 89 – AGAR end of year reserves query	Query on information on end of year reserves	Letter sent but no reply	<b>Will ask again for a response – then contact Smaller Authorities Audit Appointments (SAAA) to complain.</b>