

Notice of a meeting of the

Finance & General Purposes Committee

22nd January 2024 at 7.30pm

All Saints Room, Civic Hall, Didcot



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

Admission of the public and media

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

Reports and minutes

We add reports and minutes to our website.

Recording, photographs and filming

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

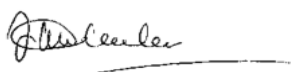
Public participation

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

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

Agenda

1. To receive apologies
2. To receive declarations of interests. Members are reminded to declare any interests they may have on any item on this agenda in accordance with Didcot Town Council's code of conduct.
3. To agree the Minutes of the meeting held on 18th December 2023 –*attached*.
4. Questions on the Minutes as to the progress of any item.
5. To consider two grant applications – Didcot Baby Monday and Thames Valley Play Association – *see attached*.
6. To approve the final figures for November 2023 accounts – *see attached papers*
7. To receive the budget papers for 2023 – 2024 with most of December figures – *see attached papers*
8. To receive the Edmonds Park Community & Sports Pavilion – cost report 8 – and an up-date on the project - *see attached papers*.
9. To note the investment fact sheet at the end of December 2023 from CCLA – *see attached*.
10. To note the CCTV newsletter for second half of 2023 – *see attached papers*.
11. To approve a 36-month direct debit for Rabbits Van Hire for the outside team at a cost of £545 per month plus VAT.
12. To consider the appointment of a consultant to overview the new North Brook Community Centre building (deferred from January full Council) – *see report*.
13. To consider whether to have three grants meetings a year instead of every F&GP meeting – *see attached report*.
14. To approve the sum of £500 to be allowed for staff meetings and Christmas functions – *see attached report*.
15. To discuss the possible cost of making the Living Wage a policy for suppliers – *see attached report*.
16. To note the grant reports from Ridgeway Educational Trust; Free Christmas lunch 2023; HomeStart; Didcot Baptist Church Toddlers Group – *attached*.
17. To review the progress report – *see attached*.



Janet Wheeler
Town Clerk
16th January 2024

18. EXCLUSION OF THE PRESS AND PUBLIC

Pursuant to Section 1 of the Public Bodies [Admission to Meetings] Act 1960 the committee will be asked to exclude the press and public from the meeting on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

19. To receive the minutes of the CCTV December meeting – see *attached confidential papers*.
20. To up-date the Committee on the status of the agreement for Ladygrove East site – *confidential papers*.

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

Finance and General Purposes Committee

18th December 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

113. Apologies

Apologies were tendered by the Deputy Town Clerk.

114. Declarations of interests

No declarations were made.

115. To approve the Minutes of the Finance & General Purposes Committee meeting held on 20th November 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.

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

Cllr G Ryall asked a question regarding the issues with Thames Water connecting the new pavilion at Edmonds Park with water. The Town Clerk stated that the issue had been covered in detailed reports from our consultants Ridge & Partners which have been circulated to members. There were no further questions.

Post meeting note: Thames Water have successfully connected the new pavilion to water during their site visit earlier in the day.

Standing Orders were suspended to allow the representative from Citizens Advice to address the Committee regarding their Grant Aid application. All members agreed.

Public Participation

Deborah Watts spoke in support of Citizens Advice's (CA) application of £11,000, to contribute to the cost of running the Didcot office. She explained that CA do not get any Government funding for the services they provide and that they are rapidly outgrowing their current space at King Alfred Community Centre whilst looking to carry out more outreach work. Last year the specialists at the CA in Didcot, helped approximately 1800 people, of which 993 lived in one of the Didcot wards. The clients rarely have single issues but one of the biggest challenges for 2024 is expected to be homelessness. The primary issue within Didcot is around access to benefits and debt, the biggest being council tax arrears. The CA are also struggling to recruit staff and volunteers and funding is always challenging.

Cllr T Worgan thanked Deborah for the information and invited Councillors to ask questions.

Standing Orders were reinstated.

117. To consider one grant application – Citizen's Advice – and to confirm the treatment of the delayed grant for Abingdon Bridge charity

It was proposed by Cllr G Roberts, seconded by Cllr N Hards, and RESOLVED to award the full £11,000 to Citizens Advice. All members agreed.

Deborah thanked the Committee and left the meeting.

Cllr T Worgan explained that although the Abingdon Bridge charity was awarded £4,200 at the last F&GP meeting, they have requested receiving the funds in the next financial year – from April 2024. The option was to reserve the grant from this financial year – which would mean no further funding for other grants – or to fund this grant from the 24-25 budget which would mean starting the new financial year with a lower amount of available grant funding.

The Town Clerk informed members that there were two pending applications for consideration at the next Finance and General Purposes Committee meeting – this was a request for £1,000 for the Oxfordshire Play Association Fun Day and £2,700 for Didcot Baby Monday.

It was proposed by Cllr T Worgan, seconded by Cllr J Broadbent, and RESOLVED to award the £4,200 grant to Abingdon Bridge from the 2024-2025 budget. If there were any surplus funds in any cost centre at the end of the financial year, these could be vired to the 2024-2025 Grant Aid budget (with Full Council approval). All members agreed.

118. To receive and approve the final figures for October 2023 accounts

The Chair paged through the report.

It was proposed by Cllr J Loder, seconded by Cllr D Aragao, and RESOLVED to approve the accounts for October 2023. All members agreed.

119. To receive the draft budget figures for 2024 – 2025 financial year

The budget figures were based on a working precept of £1,470,433, up from the current precept of £1,331,855. Cllr T Worgan had worked with the Town Clerk, the Deputy Town Clerk and DCK Accounting Solutions to review current income and expenditure and project what will be needed to deliver services and facilities for the next financial year. At the meeting £116,000 was trimmed from the budget figures presented to the Committee at the November meeting.

The OSM also provided the Committee with a summary of the outdoor team's workload and to confirm the need for the two replacement positions to be filled.

The Committee considered the draft budget figures for the 2024-2025 financial year. The budget did not include any funds for the running costs of the Splash Park; no budget for the grass cutting or for boosting the end of year reserves.

The Town Clerk identified a potential saving of £21,479 for not locking the gates at Edmonds Park - with the opening of the new pavilion in February 2024, the gates would need to be open in the evenings for hirers to access the facilities. The Town Clerk also informed the Committee of an approximate £15,000 saving on the utilities for the Willowbrook Leisure Centre as the Estates Officer had negotiated a much better fixed tariff.

The Chair asked the Town Clerk to produce a report detailing these costs to be presented at the next meeting.

Concerns were raised regarding the increase to the precept. The Chair explained that a lot of work had been taken to ensure increases were minimal without affecting the quality and level of services of the Town Council and that the draft budget protects the services and produces a balanced budget for 2024-2025.

Cllr G Ryall queried the large percentage increase in the cemetery budget (page 7.32).

NB - It was noted after the meeting that this was because there was no budget set for the maintenance of the cemetery in the 2023-2024 financial year. There are costs involved with maintaining the cemetery, with the driveways due to be filled and repaired in 2024.

Cllr J Broadbent asked that members consider increasing the Grant Aid budget by the inflation rate of 4.4% due to the increase in challenges faced by Didcot residents - this would be an additional £2,000 increase – taking the cost centre to £47,000 per annum.

It was proposed by Cllr T Worgan and seconded by Cllr J Broadbent and RESOLVED TO RECOMMEND the draft budget to Full Council for approval with a £2,000 increase to the Grant Aid fund (cost centre 201/3188). It was RESOLVED to retain the funding for the removal of the locking of Edmonds Park gates and the

Willowbrook utilities budget as these funds could be vired to cover extra grass cutting or Splash Park running costs.

The Committee agreed to hold a Working Group meeting on the budget on Wednesday 3rd January 2024 at 6pm, so that members could discuss any particular concerns in more detail. Any changes to the draft budget would be presented to Full Council as an amendment at the meeting on 8th January 2024.

All members agreed.

120. To review and consider the Precept request for 2024 – 2025 financial year

The Committee reviewed the precept request as part of the 2024-2025 budget. The precept recommendation of £1,470,433 was proposed on a tax base of 11,035 which would result in a Band D property paying £133.25 per annum – an increase of approximately 7.7% or 5.2% on the council tax statement.

The working tax base has risen from 10,767.8 to 11,035.3; the numbers of tax paying properties in Didcot has risen from 13,676 to 13,943 an increase of approx. 2.5% based on increased housing and tax-paying properties. The Band D property tax would rise from £123.68 to £133.25 per annum – an actual rise of 5.2%.

It was proposed by Cllr T Worgan and seconded by Cllr N Hards and RESOLVED to RECOMMEND the budget for 2024 – 2025 with a precept of £1,470,433 for the 2024 – 2025 financial year. The vote was unanimous.

121. To receive the Edmonds Park Community & Sports Pavilion – cost report 7 – and an up-date on the project

The Committee noted the document from Ridge & Partners. The estimate of the construction costs 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.

The Town Clerk confirmed that there will be additional costs of approximately £10,000 due to the need for a generator for two weeks, as the electricity is not connected. The Town Clerk would liaise with LIFE on this issue.

The pavilion is due to be completed by 2nd February 2024, with potential new bookings to start in spring 2024. An official opening would be arranged.

NB: it has been confirmed that the additional costs of the generator will be around £6,000 for two weeks and not £10,000.)

122. To note the investment fact sheet at the end of November 2023 from CCLA

The Committee noted the fact sheet. It confirmed that the interest rate was 5.30% as of 30th November 2023.

123. To consider the revised request from Didcot Town Youth FC

The Committee considered the revised request detailed in the report. The Committee discussed the installation of a small kitchen area and tea urn in one of the changing rooms and the request to 'fence in' the compound. They were supportive of these,

subject to planning confirmation from SODC and confirmation that the costs would be covered by the Club.

The removal of the waste and the cost of the tournament park hire were also discussed. Members were keen to ensure all hirers were treated fairly and as such, DTYFC must pay the hire fee for the tournament fixture. The Club would not be permitted to dispose of their waste in the Town Council skips, due to the high cost of waste removal and the risk of contamination. Members were keen to ensure a detailed agreement was in place to protect both parties – this would not mean the Club has sole use of the facilities in the park.

It was proposed by Cllr T Worgan, seconded by Cllr J Broadbent, and **RESOLVED** to **RECOMMEND** the £5,000 charge per year (fixed for 3 years) for DTYFC's use of Edmonds Park and the facilities during the football season. It was also **RESOLVED** to charge the Club the current hire fees for their tournament event (£720 from 1st April 2024 – which would not include marking of the pitches) and inform the Club that they would be responsible for removing their own waste. Any amendments to the welfare unit would be agreed, subject to clarification from the planning authority.

An amended draft agreement would be circulated to members for their approval.

124. To review the progress report

The Committee noted the progress report. SODC had recently released a press release regarding the CCTVs in Didcot.

The Town Clerk advised that a meeting with Restore should be sought to understand their plans for their new property on DTC owned allotment land. It was suggested inviting them to attend the February or March meeting of the Committee.

The Town Clerk confirmed that no response had been received regarding the AGAR query.

125. Exclusion of the press and public

It was **RESOLVED** to exclude the press and public from the meeting pursuant to Section 1 of the Public Bodies [Admission to Meetings] Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

126. To review the confidential S106 draft agreement for Ladygrove East

The Committee reviewed the confidential draft agreements. The Town Clerk is currently liaising with solicitors regarding representation.

Meeting closed at 9.32pm

Signed: _____ (Chair)

Date: _____

Finance and General Purposes Committee 22nd January 2023

Report author: Janet Wheeler



Grant Aid applications

Introduction

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

Recommendation

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

Background

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

a) Didcot Baby Monday	
Date received:	November 2023
Amount:	£2700
Application summary:	To help families with young children to engage with the community and combat isolation and loneliness
Previous awards/ applications in the current and the preceding 2 financial years:	2022 £1265
Supporting documentation held in the office:	Application form and supporting data

b) Oxfordshire Play Association	
Date received:	December 2023
Amount:	£1000

Application summary:	To help fund the family fun day event
Previous awards/ applications in the current and the preceding 2 financial years:	2021 £1000 2022 £1000
Supporting documentation held in the office:	Application form and supporting data

Financial Implications

4. A total of £4,216 (FY 23/24) is left in the grant aid budget (201/ 3188) following the request from Abingdon Bridge to receive their grant of £4,200 in the next financial year. Therefore if we award the full sums requested we will have £516 left until the end of the financial year.

Legal Implications

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

Risk Implications

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

Finance and General Purposes Committee

22nd January 2024

Report author: Janet Wheeler



Financial Statements

Introduction

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

Recommendation

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

Background

3. Attached are monthly reports that present a summary of the Council's financial activities at 30th November 2023:
 - (a) the Cash and Investment reconciliations at 30th November 2023
 - (b) the detailed income and expenditure report by budget heading for 30th November 2023
 - (c) detailed balance sheet (excluding stock movement)
 - (d) detailed profit and loss (excluding stock movement)
 - (e) Purchase Ledger aged account balances at 30th November 2023
 - (f) Sales Ledger aged account balances at 30th November 2023
 - (g) List of payments made between 1/11/23 and 30/11/23.

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

Didcot Town Council

Bank - Cash and Investment Reconciliation as at 30 November 2023

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	30/11/2023 Unity Trust Current Account	578,163.98
4	30/11/2023 Unity Bank Civic Hall Account	68,415.03
5	30/11/2023 CCLA Public Sector Deposit Fun	1,929,631.64
7	30/11/2023 Barclaycard Commercial	-712.59
		2,575,498.06
<u>Other Cash & Bank Balances</u>		
	Civic Hall Bar Floats	260.00
	Petty Cash	10.47
		270.47
		2,575,768.53
<u>Receipts not on Bank Statement</u>		
0	30/11/2023 All Receipts Cleared	0.00
		0.00
Closing Balance		
		2,575,768.53
<u>All Cash & Bank Accounts</u>		
1	Unity Current Account	578,163.98
2	Santander	0.00
3	Income Cash Book	0.00
4	Civic Hall Current Account	68,415.03
5	CCLA Deposit Fund	1,929,631.64
6	Barclaycard - NOT IN USE	0.00
7	Barclaycard Account	-712.59
	Other Cash & Bank Balances	270.47
	Total Cash & Bank Balances	2,575,768.53

**Bank Reconciliation Statement as at 30/11/2023
for Cashbook 1 - Unity Current Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current Account	30/11/2023	25	578,163.98
			<u>578,163.98</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			578,163.98
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			578,163.98
		Balance per Cash Book is :-	578,163.98
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

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: 30/11/2023

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**
- Visit us: **unity.co.uk**

Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/10/2023		Balance brought forward	£0.00	£0.00	£535,403.69
01/11/2023	Direct Debit	Direct Debit (SOUTH OXFORDSHIRE)	£181.00	£0.00	£535,222.69
01/11/2023	Direct Debit	Direct Debit (SOUTH OXFORDSHIRE)	£720.00	£0.00	£534,502.69
01/11/2023	Direct Debit	Direct Debit (LEX AUTOLEASE)	£318.94	£0.00	£534,183.75

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Statement number 025

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
01/11/2023	Credit	SONYA CHAPMAN	£0.00	£37.00	£534,220.75
01/11/2023	Credit	BCARD8276784311023 BCARD	£0.00	£74.00	£534,294.75
02/11/2023	Credit	BCARD8276784011123 BCARD	£0.00	£111.00	£534,405.75
03/11/2023	Transfer	FLEET MEADOW COMMU	£0.00	£59.44	£534,465.19
03/11/2023	Credit	BCARD8276784021123 BCARD	£0.00	£892.10	£535,357.29
06/11/2023	Direct Debit	Direct Debit (PUBLIC WORKS LOANS)	£26,179.96	£0.00	£509,177.33
06/11/2023	Direct Debit	Direct Debit (SSE ENERGY SUPPLY)	£11.14	£0.00	£509,166.19
06/11/2023	Credit	BARNETT ME S05	£0.00	£37.00	£509,203.19
06/11/2023	Credit	DrMELomax	£0.00	£48.84	£509,252.03
06/11/2023	Credit	BCARD8276784031123 BCARD	£0.00	£74.00	£509,326.03
06/11/2023	Credit	BCARD8276784041123 BCARD	£0.00	£37.00	£509,363.03
06/11/2023	Credit	JONES C L	£0.00	£37.00	£509,400.03
07/11/2023	Credit	BCARD8276784061123 BCARD	£0.00	£210.00	£509,610.03
07/11/2023	Credit	M Pratt	£0.00	£37.00	£509,647.03
08/11/2023	Direct Debit	Direct Debit (CASTLE WATER LTD)	£1,190.05	£0.00	£508,456.98
08/11/2023	Direct Debit	Direct Debit (BRITISH GAS BUSINE)	£1,490.55	£0.00	£506,966.43
08/11/2023	Credit	CRESSWELL C R/STU1	£0.00	£37.00	£507,003.43
08/11/2023	Credit	BCARD8276784071123 BCARD	£0.00	£25.00	£507,028.43
09/11/2023	Credit	BCARD8276784081123 BCARD	£0.00	£165.40	£507,193.83
09/11/2023	Credit	VERONA TREANORHARRIS	£0.00	£37.00	£507,230.83
10/11/2023	Direct Debit	Direct Debit (BARCLAYCARD)	£139.47	£0.00	£507,091.36
10/11/2023	Credit	M Wiltshire	£0.00	£37.00	£507,128.36
10/11/2023	Credit	M Wiltshire	£0.00	£37.00	£507,165.36
10/11/2023	Credit	BCARD8276784091123 BCARD	£0.00	£934.32	£508,099.68

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Statement number 025

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
13/11/2023	Credit	DICKINSON M	£0.00	£37.00	£508,136.68
13/11/2023	Credit	ROLSTONE SD J	£0.00	£74.00	£508,210.68
13/11/2023	Credit	BCARD8276784101123 BCARD	£0.00	£34.99	£508,245.67
13/11/2023	Credit	BCARD8276784111123 BCARD	£0.00	£37.00	£508,282.67
14/11/2023	Faster Payment Debit	B/P to: EE Limited	£0.70	£0.00	£508,281.97
14/11/2023	Faster Payment Debit	B/P to: Blachere Illuminat	£434.11	£0.00	£507,847.86
14/11/2023	Faster Payment Debit	B/P to: Grundon Waste Mana	£493.69	£0.00	£507,354.17
14/11/2023	Faster Payment Debit	B/P to: Shaun Roberts	£600.00	£0.00	£506,754.17
14/11/2023	Faster Payment Debit	B/P to: Microshade Busines	£454.20	£0.00	£506,299.97
14/11/2023	Faster Payment Debit	B/P to: Creative Catering	£2,304.00	£0.00	£503,995.97
14/11/2023	Transfer	B/P to: FMCHT	£1,742.94	£0.00	£502,253.03
14/11/2023	Faster Payment Debit	B/P to: Rochester Midland	£657.04	£0.00	£501,595.99
14/11/2023	Faster Payment Debit	B/P to: Collard Environmen	£950.35	£0.00	£500,645.64
14/11/2023	Faster Payment Debit	B/P to: Seldram Supplies	£193.66	£0.00	£500,451.98
14/11/2023	Faster Payment Debit	B/P to: Trade UK	£12.38	£0.00	£500,439.60
14/11/2023	Faster Payment Debit	B/P to: Travis Perkins	£288.68	£0.00	£500,150.92
14/11/2023	Faster Payment Debit	B/P to: Eastern Shires Pur	£213.48	£0.00	£499,937.44
14/11/2023	Faster Payment Debit	B/P to: Fleet Line Markers	£37.57	£0.00	£499,899.87
14/11/2023	Faster Payment Debit	B/P to: Sun Water Coolers	£13.20	£0.00	£499,886.67
14/11/2023	Faster Payment Debit	B/P to: Air IT Ltd	£3,230.68	£0.00	£496,655.99
15/11/2023	Credit	BCARD8276784141123 BCARD	£0.00	£37.00	£496,692.99
15/11/2023	Credit	AB STONEMAR	£0.00	£125.00	£496,817.99
16/11/2023	Credit	Post Office Cash Deposit 099137 099137	£0.00	£224.49	£497,042.48
16/11/2023	Credit	BCARD8276784151123 BCARD	£0.00	£18.00	£497,060.48

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Statement number 025

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Registered in England and Wales no. 1713124.
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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
16/11/2023	Credit	SET IN STONE DIDCO	£0.00	£540.00	£497,600.48
17/11/2023	Faster Payment Debit	B/P to: DCK Payroll Solut	£53,437.97	£0.00	£444,162.51
17/11/2023	Credit	BCARD8276784161123 BCARD	£0.00	£43.92	£444,206.43
17/11/2023	Credit	I Walkiewicz	£0.00	£37.00	£444,243.43
17/11/2023	Credit	DIANE CHESTERMAN	£0.00	£37.00	£444,280.43
17/11/2023	Credit	JAGGARD D M ADG	£0.00	£37.00	£444,317.43
17/11/2023	Credit	M Ryder	£0.00	£37.00	£444,354.43
20/11/2023	Direct Debit	Direct Debit (GOCARDLESS)	£139.00	£0.00	£444,215.43
20/11/2023	Direct Debit	Direct Debit (THE MIDCOUNTIES CO)	£759.48	£0.00	£443,455.95
20/11/2023	Credit	IGNATYEV TSAREVA	£0.00	£37.00	£443,492.95
20/11/2023	Credit	M Gocal	£0.00	£37.00	£443,529.95
20/11/2023	Credit	YEATS GM	£0.00	£74.00	£443,603.95
20/11/2023	Credit	MCCONVILLE R D	£0.00	£25.00	£443,628.95
20/11/2023	Credit	DEBORAH WILSON	£0.00	£37.00	£443,665.95
20/11/2023	Credit	Whitfield Anthony	£0.00	£18.50	£443,684.45
20/11/2023	Credit	Credit 000053	£0.00	£75.00	£443,759.45
20/11/2023	Credit	BCARD8276784171123 BCARD	£0.00	£497.55	£444,257.00
20/11/2023	Credit	G Fragkoulis	£0.00	£18.50	£444,275.50
20/11/2023	Credit	BUKOWSKA I	£0.00	£37.00	£444,312.50
20/11/2023	Credit	Nina Phillips	£0.00	£37.00	£444,349.50
20/11/2023	Credit	UZZELL PC+EM	£0.00	£25.00	£444,374.50
20/11/2023	Credit	C White	£0.00	£37.00	£444,411.50
21/11/2023	Credit	BCARD8276784201123 BCARD	£0.00	£44.20	£444,455.70
22/11/2023	Direct Debit	Direct Debit (BCARD COMMERCIAL)	£1,760.17	£0.00	£442,695.53

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Statement number 025

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Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
22/11/2023	Faster Payment Debit	B/P to: LIFE Build Solutio	£150,000.00	£0.00	£292,695.53
22/11/2023	Credit	BCARD8276784211123 BCARD	£0.00	£37.00	£292,732.53
22/11/2023	Credit	LATIMER EH	£0.00	£37.00	£292,769.53
23/11/2023	Faster Payment Debit	B/P to: LIFE Build Solutio	£150,000.00	£0.00	£142,769.53
24/11/2023	Direct Debit	Direct Debit (BOC MANCHESTER ACC)	£34.02	£0.00	£142,735.51
24/11/2023	Faster Payment Debit	B/P to: LIFE Build Solutio	£59,766.00	£0.00	£82,969.51
24/11/2023	Faster Payment Debit	B/P to: HMRC Shipley	£9,940.78	£0.00	£73,028.73
24/11/2023	Faster Payment Debit	B/P to: OCC Pension Fund	£10,790.34	£0.00	£62,238.39
24/11/2023	Faster Payment Debit	B/P to: Ridge Partners	£9,737.80	£0.00	£52,500.59
24/11/2023	Credit	HMRC VAT	£0.00	£102,950.58	£155,451.17
24/11/2023	Transfer	FLEET MEADOW COMMU	£0.00	£372.00	£155,823.17
24/11/2023	Transfer	FLEET MEADOW COMMU	£0.00	£67.54	£155,890.71
24/11/2023	Transfer	DIDCOT TOWN COUNCI	£0.00	£84.00	£155,974.71
24/11/2023	Transfer	DIDCOT TOWN COUNCI	£0.00	£63.00	£156,037.71
24/11/2023	Transfer	Transfer from 20459534	£0.00	£100,000.00	£256,037.71
24/11/2023	Credit	BCARD8276784231123 BCARD	£0.00	£464.64	£256,502.35
27/11/2023	Credit	R Jones	£0.00	£18.50	£256,520.85
27/11/2023	Credit	Black Paul	£0.00	£37.00	£256,557.85
27/11/2023	Credit	BCARD8276784241123 BCARD	£0.00	£160.70	£256,718.55
28/11/2023	Faster Payment Debit	B/P to: AJGIBL Client NST	£24,733.22	£0.00	£231,985.33
28/11/2023	Credit	B Wharton	£0.00	£37.00	£232,022.33
28/11/2023	Credit	BCARD8276784271123 BCARD	£0.00	£268.74	£232,291.07
29/11/2023	Faster Payment Debit	B/P to: Shield Maintenance	£523.10	£0.00	£231,767.97
29/11/2023	Faster Payment Debit	B/P to: Castle Water	£8.55	£0.00	£231,759.42

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Statement number 025

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
29/11/2023	Faster Payment Debit	B/P to: Spaldings Limited	£163.87	£0.00	£231,595.55
29/11/2023	Faster Payment Debit	B/P to: PPL PRS Ltd	£1,129.18	£0.00	£230,466.37
29/11/2023	Faster Payment Debit	B/P to: Eastern Shires Pur	£95.58	£0.00	£230,370.79
29/11/2023	Faster Payment Debit	B/P to: SSE Energy Supply	£2,460.83	£0.00	£227,909.96
29/11/2023	Faster Payment Debit	B/P to: White Horse Brewer	£133.20	£0.00	£227,776.76
29/11/2023	Faster Payment Debit	B/P to: DCK Payroll Soluti	£646.80	£0.00	£227,129.96
29/11/2023	Faster Payment Debit	B/P to: Lyreco UK Ltd	£220.06	£0.00	£226,909.90
29/11/2023	Faster Payment Debit	B/P to: Mike Bell	£280.00	£0.00	£226,629.90
29/11/2023	Transfer	B/P to: Auditing Solutions	£600.00	£0.00	£226,029.90
29/11/2023	Faster Payment Debit	B/P to: PPL PRS Ltd	£1,106.70	£0.00	£224,923.20
29/11/2023	Faster Payment Debit	B/P to: Collard Environmen	£276.00	£0.00	£224,647.20
29/11/2023	Faster Payment Debit	B/P to: Air IT Ltd	£228.00	£0.00	£224,419.20
29/11/2023	Faster Payment Debit	B/P to: Mobile Mini	£83.42	£0.00	£224,335.78
29/11/2023	Faster Payment Debit	B/P to: BH Doors	£402.00	£0.00	£223,933.78
29/11/2023	Faster Payment Debit	B/P to: Seldram Supplies	£241.18	£0.00	£223,692.60
29/11/2023	Faster Payment Debit	B/P to: Total Pest Envir	£252.00	£0.00	£223,440.60
29/11/2023	Faster Payment Debit	B/P to: Scorpion Signs Ltd	£57.60	£0.00	£223,383.00
29/11/2023	Faster Payment Debit	B/P to: SSE Energy Supply	£261.92	£0.00	£223,121.08
29/11/2023	Faster Payment Debit	B/P to: Calber Facilities	£1,512.00	£0.00	£221,609.08
29/11/2023	Faster Payment Debit	B/P to: Earth Anchors Ltd	£774.00	£0.00	£220,835.08
29/11/2023	Faster Payment Debit	B/P to: Vita Play Limited	£2,037.00	£0.00	£218,798.08
29/11/2023	Faster Payment Debit	B/P to: Abbey Brass	£150.00	£0.00	£218,648.08
29/11/2023	Faster Payment Debit	B/P to: Sun Water Coolers	£26.40	£0.00	£218,621.68
29/11/2023	Faster Payment Debit	B/P to: Microshade Busines	£373.44	£0.00	£218,248.24

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Statement number 025

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
29/11/2023	Faster Payment Debit	B/P to: DCK Accounting Sol	£1,114.08	£0.00	£217,134.16
29/11/2023	Faster Payment Debit	B/P to: Vale Training Serv	£600.00	£0.00	£216,534.16
29/11/2023	Faster Payment Debit	B/P to: Farol Ltd	£24.65	£0.00	£216,509.51
29/11/2023	Faster Payment Debit	B/P to: SSE Energy Supply	£183.29	£0.00	£216,326.22
29/11/2023	Faster Payment Debit	B/P to: Trade UK	£106.21	£0.00	£216,220.01
29/11/2023	Faster Payment Debit	B/P to: Playsafety Limited	£881.00	£0.00	£215,339.01
29/11/2023	Faster Payment Debit	B/P to: Travis Perkins	£30.00	£0.00	£215,309.01
29/11/2023	Faster Payment Debit	B/P to: Castle Water	£168.42	£0.00	£215,140.59
29/11/2023	Faster Payment Debit	B/P to: Sylvatrees Ltd	£360.00	£0.00	£214,780.59
29/11/2023	Faster Payment Debit	B/P to: Ever Brite Cleanin	£2,535.54	£0.00	£212,245.05
29/11/2023	Credit	TANYA + JASON	£0.00	£37.00	£212,282.05
29/11/2023	Credit	GREENFIELD PTN FM	£0.00	£98.40	£212,380.45
29/11/2023	Credit	M J DIDCOCK FUNE	£0.00	£1,305.00	£213,685.45
30/11/2023	Direct Debit	Direct Debit (SSE ENERGY SUPPLY)	£1,709.31	£0.00	£211,976.14
30/11/2023	Direct Debit	Direct Debit (JOHN DEERE BANK)	£328.01	£0.00	£211,648.13
30/11/2023	Standing Order	S/O to: Personnel Advice	£120.00	£0.00	£211,528.13
30/11/2023	Faster Payment Debit	B/P to: Shaun Roberts	£150.00	£0.00	£211,378.13
30/11/2023	Faster Payment Debit	B/P to: AJGIBL Client NST	£2,754.95	£0.00	£208,623.18
30/11/2023	Credit	BCARD8276784291123 BCARD	£0.00	£37.00	£208,660.18
30/11/2023	Credit	Inward Payment CCLA INVESTMENT MANAGEMENT LIMITED	£0.00	£369,503.80	£578,163.98

Receipts for Month 8

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: 30/11/2023	369,503.80						
Transfer	CCLA Deposit Fund	369,503.80			202		369,503.80	CCLA PSDF - Loan Proceeds
Total Receipts for Month		580,825.15	3,396.03	16.40			577,412.72	
Cashbook Totals		<u>1,116,228.84</u>	<u>3,396.03</u>	<u>16.40</u>			<u>1,112,816.41</u>	

Bank Reconciliation Statement as at 30/11/2023
for Cashbook 4 - Civic Hall Current Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Bank Civic Hall Account	30/11/2023	25	68,415.03
			<u>68,415.03</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			68,415.03
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			68,415.03
		Balance per Cash Book is :-	68,415.03
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date: 18/12/2023

Didcot Town Council

Page: 231

Time: 10:22

Cashbook 4

User: RLB

Civic Hall Current Account

For Month No: 8

Payments for Month 8

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>
01/11/2023	Direct 365	DD1	122.04	122.04		500			4618/Hand dryers 12Oct-11Nov
24/11/2023	Unity Current Account	Transfer	100,000.00			200		100,000.00	Civic Hall Account
24/11/2023	Matthew Clark	DD2	628.98	628.98		500			4755/Bar supplies
Total Payments for Month			100,751.02	751.02	0.00			100,000.00	
Balance Carried Fwd			68,415.03						
Cashbook Totals			169,166.05	751.02	0.00			168,415.03	

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: 30/11/2023

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

Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/10/2023		Balance brought forward	£0.00	£0.00	£146,442.16
01/11/2023	Direct Debit	Direct Debit (DIRECT 365 ONLINE)	£122.04	£0.00	£146,320.12
01/11/2023	Credit	BABY SENSOR T/AS	£0.00	£119.00	£146,439.12
01/11/2023	Credit	STYLE ACRE	£0.00	£182.00	£146,621.12

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Statement number 025

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
01/11/2023	Credit	DIDCOT TOWNSWOMENS	£0.00	£59.70	£146,680.82
01/11/2023	Credit	DWM ADMINISTRATION	£0.00	£105.60	£146,786.42
01/11/2023	Credit	S Richmond	£0.00	£120.96	£146,907.38
01/11/2023	Credit	Elaine Bywaters	£0.00	£130.56	£147,037.94
01/11/2023	Credit	Elaine Bywaters	£0.00	£130.56	£147,168.50
02/11/2023	Credit	Adyen N.V.	£0.00	£1.57	£147,170.07
03/11/2023	Credit	Adyen N.V.	£0.00	£8.55	£147,178.62
03/11/2023	Credit	AGE UK OXFORDSHIRE	£0.00	£480.48	£147,659.10
03/11/2023	Credit	SODC ACCOUNTS PAYA	£0.00	£254.95	£147,914.05
06/11/2023	Credit	Adyen N.V.	£0.00	£2.46	£147,916.51
06/11/2023	Credit	Adyen N.V.	£0.00	£50.91	£147,967.42
06/11/2023	Credit	Adyen N.V.	£0.00	£87.56	£148,054.98
06/11/2023	Credit	FR RESTORE BPA	£0.00	£1,110.00	£149,164.98
06/11/2023	Credit	GREAT WESTERN SOCIETY	£0.00	£210.00	£149,374.98
07/11/2023	Credit	Bernadine Soul School of Dancing	£0.00	£42.50	£149,417.48
08/11/2023	Credit	PHOENIX TAEKWOND	£0.00	£97.00	£149,514.48
08/11/2023	Credit	PHOENIX TAEKWOND	£0.00	£240.00	£149,754.48
09/11/2023	Credit	Adyen N.V.	£0.00	£8.93	£149,763.41
09/11/2023	Credit	BABY SENSOR T/AS	£0.00	£119.00	£149,882.41
10/11/2023	Credit	Adyen N.V.	£0.00	£13.46	£149,895.87
10/11/2023	Credit	STYLE ACRE	£0.00	£381.36	£150,277.23
10/11/2023	Credit	STYLE ACRE	£0.00	£140.00	£150,417.23
10/11/2023	Credit	ANAND N	£0.00	£241.02	£150,658.25
13/11/2023	Credit	Adyen N.V.	£0.00	£7.17	£150,665.42

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Statement number 025

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Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
13/11/2023	Credit	Adyen N.V.	£0.00	£37.79	£150,703.21
13/11/2023	Credit	Adyen N.V.	£0.00	£4.22	£150,707.43
13/11/2023	Credit	OXFORD HEALTH	£0.00	£233.40	£150,940.83
14/11/2023	Credit	Adyen N.V.	£0.00	£83.05	£151,023.88
14/11/2023	Credit	ST JOHN AMBULANCE	£0.00	£1,895.77	£152,919.65
15/11/2023	Credit	MY LOCAL PITCH LTD T A PLAYFINDER	£0.00	£8,578.28	£161,497.93
15/11/2023	Credit	SILVER SLIPPER C	£0.00	£174.38	£161,672.31
15/11/2023	Credit	OCC AP	£0.00	£58.08	£161,730.39
16/11/2023	Credit	OXFORDDISTRICT	£0.00	£9.60	£161,739.99
16/11/2023	Credit	FR RESTORE BPA	£0.00	£336.00	£162,075.99
16/11/2023	Credit	LADYGROVE PARK PRI	£0.00	£204.00	£162,279.99
16/11/2023	Credit	Post Office Cash Deposit 099137 099137	£0.00	£296.00	£162,575.99
16/11/2023	Credit	Edds Fitness	£0.00	£24.84	£162,600.83
16/11/2023	Credit	Edds Fitness	£0.00	£74.88	£162,675.71
16/11/2023	Credit	Bernadine Soul School of Dancing	£0.00	£2,626.02	£165,301.73
16/11/2023	Credit	SHOWTIME CIRCUS DIDCOT	£0.00	£402.88	£165,704.61
16/11/2023	Credit	LAUREN SPRAGGS	£0.00	£120.00	£165,824.61
17/11/2023	Credit	Adyen N.V.	£0.00	£25.88	£165,850.49
17/11/2023	Credit	AUTISM MENTORS LIMITED	£0.00	£195.12	£166,045.61
17/11/2023	Credit	ROYAL SCHOOL FOR T	£0.00	£106.26	£166,151.87
20/11/2023	Credit	BABY SENSOR T/AS	£0.00	£119.00	£166,270.87
20/11/2023	Credit	Adyen N.V.	£0.00	£44.82	£166,315.69
20/11/2023	Credit	ANDREWS RM	£0.00	£170.00	£166,485.69
21/11/2023	Credit	Adyen N.V.	£0.00	£14.58	£166,500.27

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
21/11/2023	Credit	OCC AP	£0.00	£58.56	£166,558.83
22/11/2023	Credit	Adyen N.V.	£0.00	£1.58	£166,560.41
22/11/2023	Credit	BABY SENSOR T/AS	£0.00	£119.00	£166,679.41
22/11/2023	Credit	LADYGROVE PARK PRI	£0.00	£255.00	£166,934.41
22/11/2023	Credit	S IN MIND	£0.00	£12.00	£166,946.41
22/11/2023	Credit	S IN MIND	£0.00	£105.00	£167,051.41
23/11/2023	Credit	Adyen N.V.	£0.00	£1.22	£167,052.63
24/11/2023	Direct Debit	Direct Debit (MATTHEW CLARK BIBE)	£628.98	£0.00	£166,423.65
24/11/2023	Transfer	Transfer to 20459521	£100,000.00	£0.00	£66,423.65
24/11/2023	Credit	Adyen N.V.	£0.00	£11.30	£66,434.95
24/11/2023	Credit	SODC ACCOUNTS PAYA	£0.00	£75.00	£66,509.95
24/11/2023	Credit	ABINGDON FREESTY	£0.00	£99.00	£66,608.95
27/11/2023	Credit	Adyen N.V.	£0.00	£24.97	£66,633.92
27/11/2023	Credit	Adyen N.V.	£0.00	£165.98	£66,799.90
27/11/2023	Credit	MASON S	£0.00	£145.46	£66,945.36
27/11/2023	Credit	MIDTHAMES AREA QUAKERS	£0.00	£68.82	£67,014.18
28/11/2023	Credit	BABY SENSOR T/AS	£0.00	£119.00	£67,133.18
29/11/2023	Credit	MY LOCAL PITCH LTD T A PLAYFINDER	£0.00	£581.57	£67,714.75
29/11/2023	Credit	AB+DIS MOD RLWY	£0.00	£240.00	£67,954.75
30/11/2023	Credit	Adyen N.V.	£0.00	£5.54	£67,960.29
30/11/2023	Credit	OSJCT	£0.00	£311.40	£68,271.69
30/11/2023	Credit	Edds Fitness	£0.00	£104.70	£68,376.39
30/11/2023	Credit	HOLLINGHAM IC	£0.00	£38.64	£68,415.03

Page number 4 of 5

Statement number 025

**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.
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INVESTORS IN PEOPLE®
We invest in people. Gold



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Bank Reconciliation Statement as at 30/11/2023
for Cashbook 5 - CCLA Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Public Sector Deposit Fun	30/11/2023		1,929,631.64
			<u>1,929,631.64</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,929,631.64
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,929,631.64
		Balance per Cash Book is :-	1,929,631.64
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date: 18/12/2023

Didcot Town Council

Page: 118

Time: 14:05

Cashbook 5

User: RLB

CCLA Deposit Fund

For Month No: 8

Payments for Month 8

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
30/11/2023	Unity Current Account	Transfer	369,503.80			200		369,503.80	CCLA PSDF - Loan Proceeds
Total Payments for Month			369,503.80	0.00	0.00			369,503.80	
Balance Carried Fwd			1,929,631.64						
Cashbook Totals			<u>2,299,135.44</u>	0.00	0.00			<u>2,299,135.44</u>	

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Date: 18/12/2023

Didcot Town Council

Page: 117

Time: 14:05

Cashbook 5

User: RLB

CCLA Deposit Fund

For Month No: 8

Receipts for Month 8

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>
Balance Brought Fwd :		2,287,979.65					2,287,979.65	
Bacs	Banked: 01/11/2023	11,155.79						
Bacs	CCLA PSDF Dividend Reinvested	11,155.79			1196	120	11,155.79	CCLA PSDF Dividend Reinvested
Total Receipts for Month		11,155.79	0.00	0.00			11,155.79	
Cashbook Totals		<u>2,299,135.44</u>	<u>0.00</u>	<u>0.00</u>			<u>2,299,135.44</u>	

Continued on Page 118

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GOOD INVESTMENT

Monthly statement and valuation

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

1 December 2023

Account name: **DIDCOT TOWN COUNCIL-Didcot Town Council**
Account number: **PS3078634-001**
Statement period: **31/10/2023 to 30/11/2023**

Please find enclosed a statement of your account covering the period 31 October 2023 to 30 November 2023. This statement shows the value of your investments as at 30 November 2023.

Details of all transactions carried out on your account within the reporting period have been included for your reference.

Please keep all documents (including this letter) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

Account summary

Total valuation as at 30 November 2023	£1,929,631.64
Total valuation as at last statement at 31 October 2023	£2,287,979.65
Total income during the period	£11,155.79

Holdings as at 30 November 2023

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	1,929,631.6400	£1.00	£1,929,631.64
			Total value
			£1,929,631.64

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk Freephone 0800 022 3505 www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

Transactions for the period from 31 October 2023 to 30 November 2023

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
01/11/2023	Distribution Reinvestment	11,155.7900	£1.0000	£11,155.79
30/11/2023	Sell	-369,503.8000	£1.0000	-£369,503.80

The average Fund yield for this period was 2.43% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Nov 2023	02/11/2023	Reinvestment	£11,155.79	PS3078634-001

Date and method description error in Income table

Following the migration of our transfer agency function to FNZ, there are some errors in the Income table. These errors relate to those income entries that occurred prior to the migration (20/11/2023).

The "date paid" for reinvestments and transfers is incorrect.

For reinvestments - the correct date is shown in the transactions table.

For transfers – the correct date will be shown on that account's transaction table.

The "method" description is incorrect for any transfers made to other accounts. These are shown as "reinvestment" – however the "destination field" is correct and will show the account the money was paid to.

We apologise for any confusion this may cause. If you have any questions or would like any clarification, please contact our Client Services team.

Bank Reconciliation Statement as at 30/11/2023
for Cashbook 7 - Barclaycard Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclaycard Commercial	30/11/2023		-712.59
			<u>-712.59</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			-712.59
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-712.59
		Balance per Cash Book is :-	-712.59
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

SUMMARY FOR DIDCOT TOWN COUNCIL

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

04 DEC 2023

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 November 2023
Page number: 1 of 3
Monthly spend limit: £8,000.00

Date of previous statement: 28 October 2023
Previous balance: £1,760.17
Payment received: £1,760.17 CR
Total of charges and adjustments: £0.00
Total of new spending: £712.59
New balance: £712.59
Minimum payment: £7.12
Payment due by: 27 December 2023
Available to spend: £7,287.41

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 27 December 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 : £24.53

Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
PURCHASE	712.59	2.245%	24.53	
CASH	0.00	2.450%	0.00	
Totals	£712.59		£24.53	

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

712.59

7.12

27 December 2023

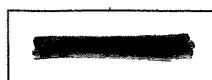
Please make your cheque payable to Barclaycard Commercial and include your company reference number on the payee line.

Cashier's Stamp and Initials

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

6-25

Payments for Month 8

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>
Balance Brought Fwd :			1,760.17					1,760.17	
29/10/2023	Amazon	144/24	35.98		6.00	1730	108	29.98	Amazon -Badminton Shuttlecocks
30/10/2023	Nisbets Ltd	145/24	143.97		23.99	4350	403	119.98	Nisbets -Hot Water Urns
02/11/2023	Halfords	146/24	9.49		1.58	3145	301	7.91	Halfords -Mobil Oil
08/11/2023	EposNow	147/24	70.80		11.80	3154	402	59.00	EposNow -Bar Till Software
09/11/2023	Chilton Garden Centre	148/24	35.99		5.99	3150	310	30.00	Chilton Garden Centre - Plants
10/11/2023	Autodoc	149/24	42.13		7.02	3145	301	35.11	Autodoc -Hydraulic Oil
10/11/2023	The Sandwich Shop	150/24	22.60		3.77	1129	101	18.83	The Sandwich Shop - Lunches
13/11/2023	EposNow	151/24	21.25		3.54	3154	402	17.71	EposNow -Bar Till Software
14/11/2023	Amazon	152/24	11.98		2.00	3154	301	9.98	Amazon -PAT Testing Stickers
15/11/2023	South Oxfordshire DC	153/24	23.00			4023	401	23.00	SODC Premises Licence Change
15/11/2023	Tesco Stores	154/24	84.47			3100	403	84.47	Tesco Stores-Catering Supplies
21/11/2023	Amazon	155/24	87.92		8.32	1730	108	18.30	Amazon -Indoor Football
						1123	101	23.32	Amazon -Display Signs
						3100	403	37.98	Amazon -Ground Coffee
22/11/2023	Amazon	156/24	107.86			505		107.86	Amazon -Wreath Making Supplies
23/11/2023	Post Office Counters	157/24	15.15			1128	101	15.15	Post Office Counters - Postage
Total Payments for Month			712.59	0.00	74.01			638.58	
Cashbook Totals			2,472.76	0.00	74.01			2,398.75	

Receipts for Month 8

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: 22/11/2023	1,760.17						
DD	Unity Current Account	1,760.17			200		1,760.17	Barclaycard Commercial
Total Receipts for Month		1,760.17	0.00	0.00			1,760.17	
Balance Carried Fwd		712.59						
Cashbook Totals		<u>2,472.76</u>	<u>0.00</u>	<u>0.00</u>			<u>2,472.76</u>	

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

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	0	21	0	(21)			0.0%
Central Administration :- Income	<u>0</u>	<u>21</u>	<u>0</u>	<u>(21)</u>			
1101 Salaries - Admin	26,992	159,497	242,500	83,003		83,003	65.8%
1102 Salaries - Admin Er's NI	2,938	16,487	16,699	212		212	98.7%
1103 Salaries - Admin Er's Superann	5,443	34,197	33,427	(770)		(770)	102.3%
1104 Agency Staffing	1,287	8,840	12,000	3,160		3,160	73.7%
1108 Training and Conferences	360	5,369	8,000	2,631		2,631	67.1%
1109 Staff Travel	364	2,628	3,500	872		872	75.1%
1111 Rate Admin Offices	720	5,764	7,000	1,236		1,236	82.3%
1121 Telephone/Fax/Internet	239	2,175	3,000	825		825	72.5%
1123 Stationery	70	1,709	2,300	591		591	74.3%
1124 Subscriptions	0	4,127	4,000	(127)		(127)	103.2%
1125 Insurance	24,733	24,733	23,000	(1,733)		(1,733)	107.5%
1126 Photocopier	19	1,464	2,500	1,036		1,036	58.6%
1128 Postage-Frinking	15	396	2,000	1,604		1,604	19.8%
1129 Miscellaneous Admin Costs	19	280	500	220		220	55.9%
1130 Recruitment Advertising	0	0	2,000	2,000		2,000	0.0%
1132 Outside Service Provider HR/HS	300	1,200	3,000	1,800		1,800	40.0%
1160 IT Maintenance/Website	1,429	22,193	20,000	(2,193)		(2,193)	111.0%
1171 Contingency	0	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	6	161	250	89		89	64.3%
3152 Electricity	0	134	0	(134)		(134)	0.0%
Central Administration :- Indirect Expenditure	<u>64,933</u>	<u>293,275</u>	<u>415,676</u>	<u>122,401</u>	<u>0</u>	<u>122,401</u>	<u>70.6%</u>
Net Income over Expenditure	<u>(64,933)</u>	<u>(293,255)</u>	<u>(415,676)</u>	<u>(122,421)</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	24,134	37,219	0	(37,219)		(37,219)	0.0%
99129 Tfr from EMR Elections	(22,511)	(35,596)	0	35,596		35,596	0.0%
Civic and Democratic :- Indirect Expenditure	<u>1,622</u>	<u>7,889</u>	<u>7,320</u>	<u>(569)</u>	<u>0</u>	<u>(569)</u>	<u>107.8%</u>
Net Expenditure	<u>(1,622)</u>	<u>(7,889)</u>	<u>(7,320)</u>	<u>569</u>			
<u>104 Community Services</u>							
1271 CCTV Contribution	557	2,287	10,000	7,713		7,713	22.9%

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

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>557</u>	<u>2,287</u>	<u>10,750</u>	<u>8,463</u>	<u>0</u>	<u>8,463</u>	<u>21.3%</u>
Net Expenditure	<u>(557)</u>	<u>(2,287)</u>	<u>(10,750)</u>	<u>(8,463)</u>			
<u>105 Corporate Management</u>							
1152 Bank Charges	134	1,586	700	(886)		(886)	226.6%
1155 Internal Audit	0	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	20	1,258	5,000	3,742		3,742	25.2%
1159 Accounting Support	0	2,519	1,000	(1,519)		(1,519)	251.9%
Corporate Management :- Indirect Expenditure	<u>154</u>	<u>5,963</u>	<u>10,580</u>	<u>4,617</u>	<u>0</u>	<u>4,617</u>	<u>56.4%</u>
Net Expenditure	<u>(154)</u>	<u>(5,963)</u>	<u>(10,580)</u>	<u>(4,617)</u>			
<u>108 Willowbrook Community Centre</u>							
1769 Willowbrook Income	11,777	65,571	60,000	(5,571)			109.3%
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>11,777</u>	<u>67,404</u>	<u>66,000</u>	<u>(1,404)</u>			<u>102.1%</u>
1701 Salaries Willowbrook	5,801	27,903	40,000	12,097		12,097	69.8%
1702 Employers NI Willowbrook	9	9	0	(9)		(9)	0.0%
1703 Employers Superann Willowbrook	158	252	0	(252)		(252)	0.0%
1710 Willowbrook Business Rates	0	(8,384)	38,000	46,384		46,384	(22.1%)
1720 Willowbrook Contracts	292	8,777	10,000	1,223		1,223	87.8%
1725 Willowbrook ICT/Internet	122	1,730	3,000	1,270		1,270	57.7%
1730 Willowbrook Equipment	266	975	5,000	4,025		4,025	19.5%
1766 Willowbrook Utilities	3,485	40,558	40,000	(558)		(558)	101.4%
1767 Willowbrook Site Maintenance	4,267	10,265	0	(10,265)		(10,265)	0.0%
Willowbrook Community Centre :- Indirect Expenditure	<u>14,398</u>	<u>82,085</u>	<u>136,000</u>	<u>53,915</u>	<u>0</u>	<u>53,915</u>	<u>60.4%</u>
Net Income over Expenditure	<u>(2,621)</u>	<u>(14,681)</u>	<u>(70,000)</u>	<u>(55,319)</u>			
<u>109 Capital and Projects</u>							
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	(82)	4,682	15,000	10,318		10,318	31.2%
1947 Office Equipment & Furniture	0	395	1,000	605		605	39.5%
1948 PWLB-Repayments	7,805	42,136	242,604	200,468		200,468	17.4%

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1949 PWLB-Interest	18,375	45,346	0	(45,346)		(45,346)	0.0%
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	367,118	1,693,723	0	(1,693,723)		(1,693,723)	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%
Capital and Projects :- Indirect Expenditure	393,216	1,786,283	258,604	(1,527,679)	0	(1,527,679)	690.7%
Net Income over Expenditure	(393,216)	613,717	(258,604)	(872,321)			
<u>111 Services to Others</u>							
1805 Income -Materials Fleet Meadow	0	98	0	(98)			0.0%
1806 Income -Labour Fleet Meadow	310	2,279	0	(2,279)			0.0%
Services to Others :- Income	310	2,377	0	(2,377)			
1866 Materials - Fleet Meadow	0	33	0	(33)		(33)	0.0%
Services to Others :- Indirect Expenditure	0	33	0	(33)	0	(33)	
Net Income over Expenditure	310	2,345	0	(2,345)			
<u>120 Other Costs & Income</u>							
1176 Precept	0	1,331,855	1,331,855	0			100.0%
1196 Interest Received	11,156	34,827	5,000	(29,827)			696.5%
Other Costs & Income :- Income	11,156	1,366,682	1,336,855	(29,827)			102.2%
Net Income	11,156	1,366,682	1,336,855	(29,827)			
<u>201 Arts & Grants-Empowered</u>							
1195 Miscellaneous Income	85	85	0	(85)			0.0%
9041 Summer Fayre - Income	0	100	0	(100)			0.0%
Arts & Grants-Empowered :- Income	85	185	0	(185)			
2165 Remembrance Parade & Service	336	1,212	4,000	2,788		2,788	30.3%
2187 Summer Fayre	0	8,726	4,000	(4,726)		(4,726)	218.2%
3188 Grant Aid Fund	7,610	29,784	45,000	15,216		15,216	66.2%
Arts & Grants-Empowered :- Indirect Expenditure	7,946	39,723	53,000	13,277	0	13,277	74.9%
Net Income over Expenditure	(7,861)	(39,538)	(53,000)	(13,462)			

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
301 External Works-Central Costs							
3101 Salaries - Works	29,252	150,415	232,000	81,585		81,585	64.8%
3102 Salaries - Works Er's NI	2,947	14,066	16,800	2,734		2,734	83.7%
3103 Salaries - Works Er's Superann	6,348	32,640	36,100	3,460		3,460	90.4%
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	1,021	2,370	1,349		1,349	43.1%
3120 Protective Clothing	294	1,351	2,000	649		649	67.6%
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	2,755	2,755	2,932	177		177	94.0%
3141 Vehicle Fuel	678	4,419	6,000	1,581		1,581	73.6%
3144 Equipment & Small Tools	0	14	0	(14)		(14)	0.0%
3145 Machinery Costs	72	3,633	10,000	6,367		6,367	36.3%
3154 Maintenance	26	1,243	2,000	757		757	62.1%
9034 Ford Ranger Pick Up	0	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	328	3,320	2,000	(1,320)		(1,320)	166.0%
9063 ALKE ATX 340 ED	0	285	1,000	715		715	28.5%
External Works-Central Costs :- Indirect Expenditure	42,803	222,297	327,725	105,428	0	105,428	67.8%
Net Expenditure	(42,803)	(222,297)	(327,725)	(105,428)			
302 Allotments							
3282 Allotment Rents	3,416	18,927	14,500	(4,427)			130.5%
32581 Grant Received	0	1,000	0	(1,000)			0.0%
Allotments :- Income	3,416	19,927	14,500	(5,427)			137.4%
3151 Water Charges	120	1,335	2,500	1,165		1,165	53.4%
3233 Allotment Competition	0	0	350	350		350	0.0%
3244 Allotment Maintenance	230	1,461	4,000	2,539		2,539	36.5%
3250 Allotment -Polytunnel	0	1,800	0	(1,800)		(1,800)	0.0%
Allotments :- Indirect Expenditure	350	4,596	6,850	2,254	0	2,254	67.1%
Net Income over Expenditure	3,067	15,331	7,650	(7,681)			
303 Cemetery							
3383 Cemetery Fees	2,300	17,935	18,000	65			99.6%
Cemetery :- Income	2,300	17,935	18,000	65			99.6%

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
3151 Water Charges	0	9	1,000	991		991	0.9%
3154 Maintenance	210	2,420	0	(2,420)		(2,420)	0.0%
3340 Rates - Cemetery	181	1,086	600	(486)		(486)	181.1%
Cemetery :- Indirect Expenditure	<u>391</u>	<u>3,515</u>	<u>1,600</u>	<u>(1,915)</u>	<u>0</u>	<u>(1,915)</u>	<u>219.7%</u>
Net Income over Expenditure	<u>1,909</u>	<u>14,421</u>	<u>16,400</u>	<u>1,980</u>			
304 Edmonds Park							
3151 Water Charges	(101)	759	1,200	441		441	63.2%
3152 Electricity	534	1,873	1,800	(73)		(73)	104.0%
3154 Maintenance	1,198	7,503	10,000	2,497		2,497	75.0%
3155 Security	0	776	6,000	5,224		5,224	12.9%
3170 Waste Recycling	1,467	5,717	9,500	3,783		3,783	60.2%
Edmonds Park :- Indirect Expenditure	<u>3,098</u>	<u>16,628</u>	<u>28,500</u>	<u>11,872</u>	<u>0</u>	<u>11,872</u>	<u>58.3%</u>
Net Expenditure	<u>(3,098)</u>	<u>(16,628)</u>	<u>(28,500)</u>	<u>(11,872)</u>			
305 Ladygrove Park							
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	490	7,949	0	(7,949)		(7,949)	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>490</u>	<u>10,024</u>	<u>7,000</u>	<u>(3,024)</u>	<u>0</u>	<u>(3,024)</u>	<u>143.2%</u>
Net Income over Expenditure	<u>(490)</u>	<u>(7,636)</u>	<u>(1,000)</u>	<u>6,636</u>			
306 Loyd Park							
3151 Water Charges	0	(1,324)	550	1,874		1,874	(240.7%)
3152 Electricity	175	316	350	34		34	90.2%
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>175</u>	<u>(412)</u>	<u>900</u>	<u>1,312</u>	<u>0</u>	<u>1,312</u>	<u>(45.8%)</u>
Net Expenditure	<u>(175)</u>	<u>412</u>	<u>(900)</u>	<u>(1,312)</u>			

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>308 Other Parks & Recreation Areas</u>							
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	83	1,510	5,500	3,990		3,990	27.4%
3166 Millennium Wood Upkeep	0	2,985	3,000	15		15	99.5%
Other Parks & Recreation Areas :- Indirect Expenditure	<u>83</u>	<u>4,495</u>	<u>8,500</u>	<u>4,005</u>	<u>0</u>	<u>4,005</u>	<u>52.9%</u>
Net Income over Expenditure	<u>(83)</u>	<u>(4,493)</u>	<u>(8,500)</u>	<u>(4,007)</u>			
<u>309 Play Areas</u>							
3149 Bark Top-up	0	1,033	3,000	1,967		1,967	34.4%
3153 Play Equipment Maintenance	2,453	22,485	25,000	2,515		2,515	89.9%
Play Areas :- Indirect Expenditure	<u>2,453</u>	<u>23,518</u>	<u>28,000</u>	<u>4,483</u>	<u>0</u>	<u>4,483</u>	<u>84.0%</u>
Net Expenditure	<u>(2,453)</u>	<u>(23,518)</u>	<u>(28,000)</u>	<u>(4,483)</u>			
<u>310 Environmental Services</u>							
1183 Bowls Club Rent	0	0	50	50			0.0%
3180 Sports Hire	0	6,010	4,000	(2,010)			150.3%
3184 Funfair Hires	0	2,080	4,000	1,920			52.0%
3198 Bus Shelter Advertising Income	10,000	10,000	10,000	0			100.0%
Environmental Services :- Income	<u>10,000</u>	<u>18,090</u>	<u>18,050</u>	<u>(40)</u>			<u>100.2%</u>
3148 Bus Shelter Contract	10,000	10,000	10,000	0		0	100.0%
3150 Plants	30	5,341	1,000	(4,341)		(4,341)	534.1%
3157 Dog Fouling Clean-up Service	243	2,184	3,100	916		916	70.4%
3158 Trees	200	500	8,500	8,000		8,000	5.9%
3162 Football pitch maintenance	0	2,715	8,000	5,285		5,285	33.9%
3168 Street Furniture Maintenance	0	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>10,473</u>	<u>17,129</u>	<u>33,600</u>	<u>16,471</u>	<u>0</u>	<u>16,471</u>	<u>51.0%</u>
Net Income over Expenditure	<u>(473)</u>	<u>961</u>	<u>(15,550)</u>	<u>(16,511)</u>			
<u>325 Projects</u>							
32587 CIL Income	0	4,461	0	(4,461)			0.0%
Projects :- Income	<u>0</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	195	195	5,000	4,805		4,805	3.9%

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
32518 Edmonds Park	0	(700)	0	700		700	0.0%
32525 Pavilion build	0	7,680	0	(7,680)		(7,680)	0.0%
99028 Tfr to EMR CiL	0	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	195	9,682	10,000	318	0	318	96.8%
Net Income over Expenditure	(195)	(5,222)	(10,000)	(4,779)			
401 C H General Administration							
1000 Main Hall	3,052	32,518	55,000	22,482			59.1%
1001 Northbourne Room	696	8,567	12,000	3,433			71.4%
1002 Ladygrove Room	2,454	21,934	25,000	3,066			87.7%
1003 All Saints Room	1,289	7,152	10,000	2,848			71.5%
1004 Park Room	672	4,843	8,000	3,157			60.5%
1005 Weddings	0	592	0	(592)			0.0%
1009 Events Package Income	750	8,476	0	(8,476)			0.0%
1011 Millbrook Room	0	25	2,000	1,975			1.3%
1020 Other Income	1,032	3,157	1,000	(2,157)			315.7%
C H General Administration :- Income	9,945	87,264	113,000	25,736			77.2%
3155 Security	150	800	0	(800)		(800)	0.0%
4001 Salaries - Civic Hall	9,016	45,926	48,000	2,074		2,074	95.7%
4002 Salaries - Civic Hall Er's Ni	607	2,076	0	(2,076)		(2,076)	0.0%
4003 Salaries - C.Hall Er's Superan	1,613	8,262	0	(8,262)		(8,262)	0.0%
4012 Water Charges	0	(3,049)	12,000	15,049		15,049	(25.4%)
4014 Light & Heat	2,592	18,730	40,000	21,270		21,270	46.8%
4015 Cleaning and Hygiene	2,179	19,778	30,000	10,222		10,222	65.9%
4016 Uniform	0	0	1,000	1,000		1,000	0.0%
4018 Waste Disposal	461	3,083	3,500	417		417	88.1%
4022 Telephone	0	50	1,000	950		950	5.0%
4023 Licenses	133	2,919	4,000	1,081		1,081	73.0%
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	0	1,204	10,000	8,796		8,796	12.0%
4043 Repairs and Maintenance	343	33,039	10,000	(23,039)		(23,039)	330.4%
4044 Maintenance Contracts	822	17,293	15,000	(2,293)		(2,293)	115.3%
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	276	1,194	500	(694)		(694)	238.8%
4054 NNDR	0	(12,096)	50,000	62,096		62,096	(24.2%)
4103 Sundry Expenses	0	0	1,000	1,000		1,000	0.0%

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
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%
C H General Administration :- Indirect Expenditure	18,192	117,054	230,300	113,246	0	113,246	50.8%
Net Income over Expenditure	(8,247)	(29,789)	(117,300)	(87,511)			
402 C H Bar							
1050 Bar Sales	1,937	13,694	15,000	1,306			91.3%
C H Bar :- Income	1,937	13,694	15,000	1,306			91.3%
3000 Bar Purchases	681	6,618	7,500	882		882	88.2%
3010 Salaries - Bar Staff	0	1,009	0	(1,009)		(1,009)	0.0%
3020 Bar Sundries	28	191	500	309		309	38.2%
3154 Maintenance	77	1,277	3,000	1,723		1,723	42.6%
C H Bar :- Indirect Expenditure	786	9,095	11,000	1,905	0	1,905	82.7%
Net Income over Expenditure	1,151	4,598	4,000	(598)			
403 C H Catering							
1075 Food and Berverage Income	362	6,155	3,000	(3,155)			205.2%
1100 Catering Income - Food	180	5,885	6,000	115			98.1%
C H Catering :- Income	542	12,040	9,000	(3,040)			133.8%
3100 Food and Beverage Costs	275	3,894	4,500	606		606	86.5%
4350 CH Kitchen Maintenance	120	240	2,500	2,260		2,260	9.6%
C H Catering :- Indirect Expenditure	395	4,134	7,000	2,866	0	2,866	59.1%
Net Income over Expenditure	147	7,906	2,000	(5,906)			
Grand Totals:- Income	51,468	4,012,469	1,596,405	(2,416,064)			251.3%
Expenditure	562,709	2,659,290	1,592,905	(1,066,385)	0	(1,066,385)	166.9%
Net Income over Expenditure	(511,241)	1,353,179	3,500	(1,349,679)			
Movement to/(from) Gen Reserve	(511,241)	1,353,179					

Detailed Balance Sheet - Excluding Stock Movement

Month 8 Date 30/11/2023

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<i>Current Assets</i>		
101	Bookings Debtors	13,358
105	Vat Due	73,028
114	Cycle to Work Scheme	109
140	Bar Stock	4,415
200	Unity Current Account	578,164
201	Civic Hall Current Account	68,415
202	CCLA Deposit Fund	1,929,632
220	Petty Cash	10
224	Civic Hall Bar Floats	260
295	Barclaycard Account	(713)
Total Current Assets		2,666,679
<i>Current Liabilities</i>		
500	Creditors	477,892
503	Allotment Holding Deposit	11,988
505	Mayors Charity Account	(148)
525	PAYE/NI Due	20,473
526	Superannuation Due	17,606
540	Oxfordshire PTC (NHS)	305
565	CH Holding Deposits	1,623
580	Retentions	81,619
Total Current Liabilities		611,359
Net Current Assets		2,055,320
Total Assets less Current Liabilities		2,055,320
<i>Represented by :-</i>		
301	Current Year Fund	1,353,180
310	General Reserve	77,938
317	EMR CIL Splash Park	121,000
320	Building Repair Fund	52,616
321	Cemetery Fund	2,245
323	Skatepark Refurbishment	13,616
324	Ladygrove Lakes	1,918
325	Ladygrove Park	5,537
326	Ladygrove Lakes Staging Fund	18,200
328	CIL	111,439
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
Total Equity		2,055,320

Detailed Profit and Loss Account - Excluding Stock Movement

Month 8 Date 30/11/2023

<u>Account</u>	<u>Sales/Income</u>	<u>Month Actual</u>	<u>YTD Actual</u>
1000	Main Hall	3,052	32,518
1001	Northbourne Room	696	8,567
1002	Ladygrove Room	2,454	21,934
1003	All Saints Room	1,289	7,152
1004	Park Room	672	4,843
1005	Weddings	0	592
1009	Events Package Income	750	8,476
1011	Millbrook Room	0	25
1020	Other Income	1,032	3,157
1050	Bar Sales	1,937	13,694
1075	Food and Beverage Income	362	6,155
1100	Catering Income - Food	180	5,885
1176	Precept	0	1,331,855
1195	Miscellaneous Income	85	106
1196	Interest Received	11,156	34,827
1769	Willowbrook Income	11,777	65,571
1805	Income -Materials Fleet Meadow	0	98
1806	Income -Labour Fleet Meadow	310	2,279
1999	Loan Proceeds	0	2,400,000
3179	Carbon Return Income	0	2
3180	Sports Hire	0	6,010
3183	Lady Grove Park Income	0	200
3184	Funfair Hires	0	2,080
3185	Ladygrove Lakes Income	0	2,188
3198	Bus Shelter Advertising Income	10,000	10,000
3282	Allotment Rents	3,416	18,927
3383	Cemetery Fees	2,300	17,935
9041	Summer Fayre - Income	0	100
32580	S 106 Devel's Cont's Received	0	1,833
32581	Grant Received	0	1,000
32587	CIL Income	0	4,461
	Total Sales/Income	51,468	4,012,469

<u>Account</u>	<u>Indirect/Overhead Expenditure</u>		
1101	Salaries - Admin	26,992	159,497
1102	Salaries - Admin Er's NI	2,938	16,487
1103	Salaries - Admin Er's Superann	5,443	34,197
1104	Agency Staffing	1,287	8,840
1108	Training and Conferences	360	5,369
1109	Staff Travel	364	2,628
1111	Rate Admin Offices	720	5,764
1121	Telephone/Fax/Internet	239	2,175
1123	Stationery	70	1,709
1124	Subscriptions	0	4,127
1125	Insurance	24,733	24,733
1126	Photocopier	19	1,464
1128	Postage-Frinking	15	396
1129	Miscellaneous Admin Costs	19	280
1132	Outside Service Provider HR/HS	300	1,200
1152	Bank Charges	134	1,586
1155	Internal Audit	0	500

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 8 Date 30/11/2023

	Month Actual	YTD Actual
1157	External Audit	0
1158	Legal & Professional Fees	20
1159	Accounting Support	0
1160	IT Maintenance/Website	1,429
1171	Contingency	0
1173	Green Projects	0
1197	Office water cooler	6
1205	Members Training	0
1206	Mayors Allowance	0
1235	Civic Functions	0
1269	Election Costs	24,134
1271	CCTV Contribution	557
1701	Salaries Willowbrook	5,801
1702	Employers NI Willowbrook	9
1703	Employers Superann Willowbrook	158
1710	Willowbrook Business Rates	0
1720	Willowbrook Contracts	292
1725	Willowbrook ICT/Internet	122
1730	Willowbrook Equipment	266
1766	Willowbrook Utilities	3,485
1767	Willowbrook Site Maintenance	4,267
1866	Materials - Fleet Meadow	0
1944	Christmas Lights	(82)
1947	Office Equipment & Furniture	0
1948	PWLB-Repayments	7,805
1949	PWLB-Interest	18,375
1952	Groundskeeping Equipment	0
1953	CAP - Solar Panels	0
1955	CAP - Edmonds Park Pavilion	367,118
2165	Remembrance Parade & Service	336
2187	Summer Fayre	0
3000	Bar Purchases	681
3010	Salaries - Bar Staff	0
3020	Bar Sundries	28
3100	Food and Beverage Costs	275
3101	Salaries - Works	29,252
3102	Salaries - Works Er's NI	2,947
3103	Salaries - Works Er's Superann	6,348
3108	Staff Travel	103
3120	Protective Clothing	294
3127	Subscriptions	0
3140	Vehicle Insurance	2,755
3141	Vehicle Fuel	678
3144	Equipment & Small Tools	0
3145	Machinery Costs	72
3148	Bus Shelter Contract	10,000
3149	Bark Top-up	0
3150	Plants	30
3151	Water Charges	18
3152	Electricity	708
3153	Play Equipment Maintenance	2,453
3154	Maintenance	1,594

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 8 Date 30/11/2023

	<u>Month Actual</u>	<u>YTD Actual</u>
3155	Security	150
3157	Dog Fouling Clean-up Service	243
3158	Trees	200
3162	Football pitch maintenance	0
3165	Ladygrove Lakes	490
3166	Millennium Wood Upkeep	0
3168	Street Furniture Maintenance	0
3170	Waste Recycling	1,467
3188	Grant Aid Fund	7,610
3244	Allotment Maintenance	230
3250	Allotment -Polytunnel	0
3340	Rates - Cemetery	181
4001	Salaries - Civic Hall	9,016
4002	Salaries - Civic Hall Er's Ni	607
4003	Salaries - C.Hall Er's Superan	1,613
4012	Water Charges	0
4014	Light & Heat	2,592
4015	Cleaning and Hygiene	2,179
4018	Waste Disposal	461
4022	Telephone	0
4023	Licenses	133
4024	Event Costs	0
4042	Equipment	0
4043	Repairs and Maintenance	343
4044	Maintenance Contracts	822
4045	Repair/Upgrade PA System	0
4052	Accountancy Charges	276
4054	NNDR	0
4105	Stationery	0
4350	CH Kitchen Maintenance	120
9034	Ford Ranger Pick Up	0
9039	Ransomes HR300 Rotary	0
9045	Ransomes Parkway 3	0
9059	Bus shelters	195
9062	John Deere Gator	328
9063	ALKE ATX 340 ED	0
32518	Edmonds Park	0
32525	Pavilion build	0
99028	Tfr to EMR CiL	0
99029	Tfr to EMR Elections	0
99120	Tfr from EMR Building Repair	0
99124	Tfr from EMR Ladygrove Lakes	0
99126	Tfr from EMR L'grove Staging	0
99127	Tfr from EMR Building Proj Fee	0
99128	Tfr from EMR CiL	0
99129	Tfr from EMR Elections	(22,511)
99134	Tfr from EMR Community Project	0
99152	Tfr from EMR Pavilions	0
99160	Tfr from EMR Grounds Equip	0
	Total Indirect/Overhead Expenditure	562,709
		2,659,290

Detailed Profit and Loss Account - Excluding Stock Movement

Month 8 Date 30/11/2023

		<u>Month Actual</u>	<u>YTD Actual</u>
	Operating Profit	(511,241)	1,353,179
	% Operating Profit	-993.31%	33.72%
<u>Account</u>	<u>Other Costs & Income</u>		
99999	Discounts	0	(1)
	Total Other Costs & Income	0	(1)
	Profit before Appropriations	(511,241)	1,353,180
	% Profit before Appropriations	-993.31%	33.72%

Outstanding Balances by Month as at 30/11/2023

A/C Code	Supplier Name	Balance	Nov 2023	Oct 2023	Sep 2023	Prior Months	On A/c Pymnts
Ledger No 1: Bought Ledger 1							
B05	BT 45763302	1,474.84	0.00	0.00	59.74	1,415.10	0.00
B14	BENSON SAWMILL	450.00	0.00	0.00	0.00	0.00	0.00
B48	BLACHERE	2,474.88	0.00	0.00	0.00	0.00	0.00
BGAS-	BRIT GAS 603752622	2,472.62	2,472.62	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
COLLARD	COLLARD ENVIRONMENTA	1,484.26	935.57	548.69	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	-271.11	33.20	30.76	-392.67	224.12	-166.52
CW-CH401	CASTLE WATER 2332129	712.02	0.00	712.02	0.00	0.00	0.00
CW-CRA302	CASTLE WATER 2325652	-336.65	0.00	0.00	-336.65	0.00	0.00
CW-EP304	CASTLE WATER 2564747	-130.03	-130.03	0.00	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-NRA302	CASTLE WATER 2286236	-89.02	-89.02	0.00	0.00	0.00	0.00
CW-TCEP304	CASTLE WATER 2374904	-876.69	0.00	0.00	0.00	-876.69	0.00
DCKAS	DCK ACCOUNTING	1,114.08	1,114.08	0.00	0.00	0.00	0.00
DCKPS	DCK PAYROLL SOLUTION	430.68	430.68	0.00	0.00	0.00	0.00
DIRECT	DIRECT 365	122.04	122.04	0.00	0.00	0.00	0.00
E19	ESPO	31.08	31.08	0.00	0.00	0.00	0.00
E24	EXTERNITURE	234.00	234.00	0.00	0.00	0.00	0.00
EVERBRITE	EVER BRITE	2,535.54	2,535.54	0.00	0.00	0.00	0.00
F26	FAROL	1,069.01	0.00	0.00	0.00	0.00	0.00
GRUNDON	GRUNDON WASTE	490.77	490.77	0.00	0.00	0.00	0.00
H31	HAWKINS	4,345.54	4,345.54	0.00	0.00	0.00	0.00
HILLP	HILL PAUL	50.00	0.00	50.00	0.00	0.00	0.00
INFINITYPL	INFINITY PLAYGROUNDS	756.00	0.00	756.00	0.00	0.00	0.00
KKWAREHO	K K WAREHOUSE	41.87	41.87	0.00	0.00	0.00	0.00
L09	LYRECO	472.35	472.35	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	0.00	-8,640.93	-38.46
S01	SODC	24,133.70	24,133.70	0.00	0.00	0.00	0.00
S71	SPALDINGS	70.46	3.38	0.00	0.00	0.00	0.00
S86	SUN WATER	6.60	6.60	0.00	0.00	0.00	0.00
S90	SELDRAM SUPPLIES	103.13	103.13	0.00	0.00	0.00	0.00
S101	SCREWFIX	74.09	74.09	0.00	0.00	0.00	0.00
SCOOP	SCOOP ELECTRICAL SVC	55.20	55.20	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	138.29	0.00	0.00	0.00	0.00	0.00
SSE-WB108	SSE 901865763 201908	-11.14	0.00	0.00	0.00	0.00	-11.14
T01	TRAVIS PERKINS	23.06	23.06	0.00	0.00	0.00	0.00
T35	TOTAL PEST CONTROL	780.00	528.00	0.00	0.00	0.00	0.00
WHITEHORS	WHITE HORSE BREWERY	89.40	89.40	0.00	0.00	0.00	0.00
Total Purchase		38,397.37	38,697.39	2,097.47	-669.58	-5,963.05	-216.12
TOTAL PURCHASE LEDGER BALANCES		38,397.37	38,697.39	2,097.47	-669.58	-5,963.05	-216.12

Outstanding Balances by Month as at 30/11/2023

A/C Code	Customer Name	Balance	Nov 2023	Oct 2023	Sep 2023	Prior Months	On A/c Pymnts
Ledger No 1: Bookings							
AAAAGEUK	AGE UK	826.24	360.36	484.08	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	65.28	65.28	0.00	0.00	0.00	0.00
AABFYC	BE FREE YOUNG CARERS	104.58	0.00	0.00	0.00	203.28	-98.70
AABSOU	BERNADINE SOUL	1,266.57	1,266.57	0.00	0.00	0.00	0.00
AADCP	DCP	120.60	0.00	0.00	0.00	120.60	0.00
AADGNS	DIDCOT GOOD NEIGHBOU	120.96	120.96	0.00	0.00	0.00	0.00
AAJADEMO	JADE MORRIS	61.50	0.00	0.00	0.00	61.50	0.00
AAKWOOD	KINGWOOD	-142.84	0.00	0.00	0.00	119.99	-262.83
AALP	LAURA PEACOCK	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	205.70	138.14	67.56	0.00	0.00	0.00
AARCOUNCI	RIVERSIDECOUNSELLING	-12.72	283.10	0.00	0.00	137.72	-433.54
AASA	STYLE ACRE	477.19	131.10	0.00	0.00	726.27	-380.18
AASNEHA	SNEHA ANAND	180.00	180.00	0.00	0.00	0.00	0.00
AASSC	SILVERSLIPPERCLUB	137.67	174.38	0.00	0.00	0.00	-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
AAWI	WOMENS INSTITUTE	50.52	50.52	0.00	0.00	0.00	0.00
ABARNARD	ABARNARD	1,100.82	1,100.82	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	0.00	771.35	-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
CATEOXMIN	CATEMIND	90.00	90.00	0.00	0.00	0.00	0.00
DBC	DBC	16.99	16.99	0.00	0.00	0.00	0.00
DEERSPIRIT	DEERSPIRIT	50.40	0.00	0.00	50.40	0.00	0.00
DID SPEAK	DIDCOT SPEAKERS	227.15	0.00	58.66	0.00	413.71	-245.22
DIDCOTCASJ	DIDCOT CASUALS JUN	-80.00	0.00	0.00	0.00	-80.00	0.00
DIDCOTU3A	U3AR	16.99	16.99	0.00	0.00	0.00	0.00
DIDU3A	DIDCOT U3A	130.18	108.10	0.00	0.00	22.08	0.00
DWM	DWM	96.00	96.00	0.00	0.00	0.00	0.00
ELUWAH	ELUWAH	25.20	0.00	25.20	0.00	0.00	0.00
EMMAYU	EMMAYU	175.00	175.00	0.00	0.00	0.00	0.00
FLB	BELLO	682.64	0.00	0.00	0.00	682.64	0.00
GILFROST	GILPILATES	489.60	489.60	0.00	0.00	0.00	0.00
GOSPELC	GOSPEL	67.20	67.20	0.00	0.00	0.00	0.00
HARWELLSH	HARWELLS	119.04	38.40	0.00	80.64	0.00	0.00
HFTCLARE	HFTCLARE	1,070.16	722.40	100.80	246.96	0.00	0.00
HTC	HTC	16.99	16.99	0.00	0.00	0.00	0.00
JAMIEC	JAMIEOXCC	72.00	0.00	0.00	72.00	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
Sub Total C/Fwd		9,328.51	5,768.60	736.30	450.00	4,542.81	-2,169.20

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Sales Ledger Aged Account Balances

User: RLB

Outstanding Balances by Month as at 30/11/2023

A/C Code	Customer Name	Balance	Nov 2023	Oct 2023	Sep 2023	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	9,328.51	5,768.60	736.30	450.00	4,542.81	-2,169.20
Ledger No 1: Bookings (Continued)							
KEEP FIT	KEEP FIT AND MOBILE	43.92	43.92	0.00	0.00	0.00	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
MULBERRY	MULBERRYB	147.84	147.84	0.00	0.00	0.00	0.00
NATSOUL	NATSOUL	61.20	61.20	0.00	0.00	0.00	0.00
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	0.00	21.00	0.00
OXFWIMARY	OXFORD WI	105.00	0.00	0.00	0.00	214.98	-109.98
OXLIBDEMS	OXLIBDEMS	196.80	0.00	0.00	196.80	0.00	0.00
OXMINDSAR	MINDSARA	99.60	0.00	15.60	84.00	0.00	0.00
PAULLATHA	PLATHAM	57.60	38.40	9.60	0.00	9.60	0.00
PHOENIX	DIDCOT PHOENIX DRAMA	138.24	138.24	0.00	0.00	0.00	0.00
PINTSIZED	PINT SIZED PEOPLE	-40.00	0.00	0.00	0.00	0.00	-40.00
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
SEEABILITY	SEEABILITY	140.70	140.70	0.00	0.00	0.00	0.00
SEN	CHILDEDUOCC	861.80	0.00	147.00	0.00	714.80	0.00
SODCCULLIF	CULLIFORD	64.50	0.00	0.00	0.00	64.50	0.00
SODCNEWC	NEWCOMB	339.57	0.00	339.57	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
WYNTERSWI	WYNTERS WISH	182.00	0.00	0.00	0.00	182.00	0.00
ZUMBAGOL	ZGOLD	114.24	114.24	0.00	0.00	0.00	0.00
	Total Sales Led	13,358.00	6,764.54	1,248.07	730.80	7,131.77	-2,517.18
	TOTAL SALES LEDGER BALANCES	13,358.00	6,764.54	1,248.07	730.80	7,131.77	-2,517.18

List of Payments made between 01/11/2023 and 30/11/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/11/2023	SODC Cemetery Rates	Std Ord	181.00		SODC Cemetery Rates - 5025071
01/11/2023	SODC Office Rates	Std Ord	720.00		SODC Office Rates - 5335613
01/11/2023	Lex Autolease Limited	DD1	318.94		4693/BP68MHX 3Nov-2Dec
06/11/2023	Public Works Loan Board	DD	26,179.96		PWLB 620732 - Capital
06/11/2023	SSE Energy Supply Ltd	DD2	11.14		Purchase Ledger Payment
08/11/2023	Castle Water Ltd	DD3	1,190.05		4681/Water3126378 1Aug-29Feb24
08/11/2023	British Gas A/c 603752622	DD4	1,490.55		4677/Ac603752622 12Sep-14Oct
10/11/2023	Barclaycard Charges Oct2023	DD	139.47		Barclaycard Charges Oct2023
14/11/2023	Air IT Limited	EBP1	3,230.68		4644/Encryption services
14/11/2023	Blachere	EBP2	434.11		4645/Xmas lighting repairs
14/11/2023	Creative Catering	EBP3	2,304.00		4649/Catering services 3Oct
14/11/2023	Espo	EBP4	213.48		4651/Stationery
14/11/2023	EE Limited	EBP5	0.70		4650/Mobile phones
14/11/2023	FLEET (LINEMARKERS) LTD	EBP6	37.57		4652/Pipe for line marker
14/11/2023	Fleet Meadow Community Hall Tr	EBP7	1,742.94		4653/Hall income Sep2023
14/11/2023	Grundon Waste Management Ltd	EBP8	493.69		4638/Waste disposal Sep2023
14/11/2023	Microshade Business Consultant	EBP9	454.20		4654/Omega hosting Oct2023
14/11/2023	Rochester Midland Corporation	EBP10	657.04		4656/Water hygiene testing
14/11/2023	Shaun Roberts	EBP11	600.00		4703/Security services
14/11/2023	Sun Water Coolers Ltd	EBP12	13.20		4639/Office water cooler
14/11/2023	Seldram Supplies	EBP13	193.66		4660/Cleaning supplies
14/11/2023	Screwfix Direct Ltd T/As Trade	EBP14	12.38		4658/Knife blades & bolts
14/11/2023	Travis Perkins Trading Company	EBP15	288.68		4669/Bench fixings/cement
14/11/2023	Collard Environmental Ltd	EBP16	950.35		4683/Waste disposal
17/11/2023	Salaries November 2023	EBP	53,437.97		Salaries November 2023
20/11/2023	Midcounties Co-Op	DD	759.48		Midcounties Co-Op Fuel Sep2023
20/11/2023	Sloane Curtis Solutions Ltd	DD5	139.00		4725/Phone charges
22/11/2023	LIFE Build Solutions Limited	EBP15	150,000.00		4694/Interim applicaton no6
22/11/2023	Barclaycard Account	DD	1,760.17		Barclaycard Commercial
23/11/2023	LIFE Build Solutions Limited	EBP16	150,000.00		4694/Interim applicaton no6
24/11/2023	LIFE Build Solutions Limited	EBP17	59,766.00		4694/Interim applicaton no6
24/11/2023	Ridge & Partners LLP	EBP23	9,737.80		4701/Prof fees pymnt 7
24/11/2023	HMRC PAYE/NI Oct2023	EBP	9,940.78		HMRC PAYE/NI Oct2023
24/11/2023	OCC Superann Oct2023	EBP	10,790.34		OCC Superann Oct2023
24/11/2023	BOC	DD6	34.02		4676/Bar gas bottle
28/11/2023	AJGIBL GBP Client NST Account	EBP41	24,733.22		4773/AJG Insurance 2023-24
29/11/2023	Auditing Solutions	EBP1	600.00		4673/Internal audit 2023-24
29/11/2023	Abbey Brass	EBP2	150.00		4671/Remembrance Day Music
29/11/2023	Air IT Limited	EBP3	228.00		4672/Printer setup
29/11/2023	M G Bell	EBP4	280.00		4674/PA System 12Nov23
29/11/2023	BH DOORS	EBP5	402.00		4675/Roller door shutter mntnc
29/11/2023	Calber Facilities Management L	EBP6	1,512.00		4679/Alarm services Oct2023
29/11/2023	Collard Environmental Ltd	EBP7	276.00		4684/Yard skip exchange
29/11/2023	DCK Accounting Solutions Ltd	EBP8	1,114.08		4685/Contract accounts Oct23
29/11/2023	DCK Payroll Solutions Ltd	EBP9	646.80		4687/Payroll processing Sep23
29/11/2023	Earth Anchors Ltd	EBP10	774.00		4688/Dog bins x3
29/11/2023	Espo	EBP11	95.58		4690/Stationery
29/11/2023	Ever Brite Cleaning Services L	EBP12	2,535.54		4691/Cleaning services Oct2023

Continued on Page 2

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List of Payments made between 01/11/2023 and 30/11/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
29/11/2023	Farol Limited	EBP13	24.65		4692/Door handle
29/11/2023	Lyreco UK Limited	EBP14	220.06		4695/Catering supplies
29/11/2023	Microshade Business Consultant	EBP18	373.44		4724/Omega hosting Nov2023
29/11/2023	Mobile Mini	EBP19	83.42		4697/Storage unit 23Oct-19Nov
29/11/2023	Playsafety Ltd	EBP20	881.00		4698/Playground inspection
29/11/2023	PPL PRS Ltd	EBP21	1,129.18		4699/Music licence 2023-24
29/11/2023	PPL PRS Ltd	EBP22	1,106.70		4700/Music licence 2023-24
29/11/2023	Scorpion Signs	EBP24	57.60		4704/Dog waste bin stickers
29/11/2023	Spaldings (UK) Limited	EBP25	163.87		4727/Stihl gaskets
29/11/2023	Sun Water Coolers Ltd	EBP26	26.40		4716/Office water cooler
29/11/2023	Seldram Supplies	EBP27	241.18		4710/Cleaning supplies
29/11/2023	Screwfix Direct Ltd T/As Trade	EBP28	106.21		4707/Digital multimeter
29/11/2023	Shield Maintenance Ltd	EBP29	523.10		4711/Sanitary waste disposal
29/11/2023	Sylva Consultancy	EBP30	360.00		4717/Arboricultural report
29/11/2023	Travis Perkins Trading Company	EBP31	30.00		4729/Maintenance supplies
29/11/2023	Total Pest Control (UK) Ltd	EBP32	252.00		4728/Pest control services
29/11/2023	Vale Training Services Ltd	EBP33	600.00		4719/Small engine mntnce
29/11/2023	Vita Play Limited	EBP34	2,037.00		4721/Zip wire maintenance
29/11/2023	White Horse Brewery Co Ltd	EBP35	133.20		4722/Bar supplies
29/11/2023	Castle Water Limited	EBP36	168.42		4781/Water3170900 1-31Oct
29/11/2023	Castle Water TW1589256343	EBP37	8.55		4783/Water2564747 1-31Oct
29/11/2023	SSE Energy Supply Ltd	EBP38	183.29		4775/Ac8700134009 26Jul-6Nov
29/11/2023	SSE Energy Supply Ltd	EBP39	2,460.83		4776/Ac8700145386 2-31Oct
29/11/2023	SSE Energy Supply Ltd	EBP40	261.92		4777/Ac8700130580 26Jul-6Nov
30/11/2023	John Deere	Std Ord	328.01		John Deere Gator
30/11/2023	SSE Energy Supply Ltd	DD7	1,709.31		4765/Meter E17BG15352 Aug-Oct
30/11/2023	Personnel Advice & Solutions L	S/O	120.00		Purchase Ledger Payment
30/11/2023	Shaun Roberts	EBP1	150.00		4785/Security services
30/11/2023	AJGIBL GBP Client NST Account	EBP2	2,754.95		4784/Fleet Motor Insurance
Total Payments			538,064.86		

Date: 05/12/2023

Didcot Town Council

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Civic Hall Current Account

List of Payments made between 01/11/2023 and 30/11/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/11/2023	Direct 365	DD1	122.04		4618/Hand dryers 12Oct-11Nov
24/11/2023	Unity Current Account	Transfer	100,000.00		Civic Hall Account
24/11/2023	Matthew Clark	DD2	628.98		4755/Bar supplies
Total Payments			<u>100,751.02</u>		

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FINAL BUDGET 24-25 + DECEMBER FIGS - DRAFT 23-24

Didcot Town Council

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101 Central Administration									
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
Total Income	0	32,214	0	21	21	0	0	0	0
1101 Salaries - Admin	216,590	143,420	242,500	177,068	246,777	0	274,928	0	0
1102 Salaries - Admin Eir's NI	26,986	15,196	16,699	18,313	25,343	0	27,894	0	0
1103 Salaries - Admin Eir's Superann	44,035	31,103	33,427	38,010	53,137	0	59,659	0	0
1104 Agency Staffing	12,000	14,359	12,000	10,042	14,500	0	14,790	0	0
1108 Training and Conferences	8,000	8,927	8,000	5,635	8,000	0	8,000	0	0
1109 Staff Travel	2,500	4,354	3,500	2,849	3,500	0	3,500	0	0
1111 Rate Admin Offices	7,000	6,861	7,000	6,484	7,204	0	11,000	0	0
1121 Telephone/Fax/Internet	4,000	2,690	3,000	2,437	3,000	0	3,000	0	0
1123 Stationery	2,300	1,842	2,300	1,762	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	1,908	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	1,200	3,000	0	2,000	0	0
1160 IT Maintenance/Website	26,000	19,166	20,000	23,622	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 9)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1197 Office water cooler	250	299	250	196	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
Overhead Expenditure	416,361	300,972	415,676	321,116	440,897	0	477,316	0	0
Movement to/(from) Gen Reserve	(416,361)	(268,758)	(415,676)	(321,095)	(440,876)		(477,316)		
102 Civic and Democratic									
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
Overhead Expenditure	6,300	6,423	7,320	7,889	8,943	0	20,630	0	0
Movement to/(from) Gen Reserve	(6,300)	(6,423)	(7,320)	(7,889)	(8,943)		(20,630)		
104 Community Services									
1245 Jubilee Celebrations	2,500	1,098	0	0	0	0	0	0	0
1271 CCTV Contribution	10,000	5,635	10,000	2,287	10,000	0	10,000	0	0
1272 Speed Surveys	750	0	750	0	0	0	0	0	0
Overhead Expenditure	13,250	6,733	10,750	2,287	10,000	0	10,000	0	0

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Didcot Town Council
Annual Budget - By Centre (Actual YTD Month 9)
Note: Draft Budget Report

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	2022/23		2023/24			2024/25		
	Budget	Actual	Total	Actual YTD	Projected	Agreed	EMR	Carried Forward
105								
	(13,250)	(6,733)	(10,750)	(2,287)	(10,000)	(10,000)		
Movement to/(from) Gen Reserve								
<u>Corporate Management</u>								
1152 Bank Charges	600	1,300	700	1,822	2,140	1,300	0	0
1155 Internal Audit	1,600	1,440	1,680	500	1,500	1,680	0	0
1157 External Audit	2,000	2,000	2,200	100	2,520	2,100	0	0
1158 Legal & Professional Fees	8,000	3,050	5,000	1,608	5,000	5,000	0	0
1159 Accounting Support	1,000	1,611	1,000	2,519	5,000	4,000	0	0
Overhead Expenditure	13,200	9,401	10,580	6,549	16,160	14,080	0	0
Movement to/(from) Gen Reserve	(13,200)	(9,401)	(10,580)	(6,549)	(16,160)	(14,080)		
108								
<u>Willowbrook Community Centre</u>								
1769 Willowbrook Income	40,000	55,737	60,000	70,321	80,000	72,000	0	0
32580 S 106 Devel's Cont's Received	0	405	0	1,833	1,833	0	0	0
32581 Grant Received	0	15,299	0	0	0	0	0	0
32587 CIL Income	0	0	6,000	0	0	0	0	0
Total Income	40,000	71,441	66,000	72,154	81,833	72,000	0	0
1701 Salaries Willowbrook	0	0	40,000	31,482	47,363	44,004	0	0
1702 Employers NI Willowbrook	0	0	0	9	709	2,206	0	0
1703 Employers Superann Willowbrook	0	0	0	381	1,980	5,444	0	0
1710 Willowbrook Business Rates	0	36,608	38,000	-8,384	-8,384	10,600	0	0
1720 Willowbrook Contracts	0	0	10,000	9,113	10,000	12,000	0	0
1725 Willowbrook ICT/Internet	0	0	3,000	1,809	3,000	3,000	0	0

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Didcot Town Council
Annual Budget - By Centre (Actual YTD Month 9)
Note: Draft Budget Report

12/01/2024
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	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1730 Willowbrook Equipment	0	0	5,000	1,098	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	42,836	62,000	0	45,000	0	0
1767 Willowbrook Site Maintenance	10,000	54,165	0	10,936	10,000	0	10,000	0	0
Overhead Expenditure	45,000	156,285	136,000	89,280	131,668	0	137,254	0	0
Movement to/(from) Gen Reserve	(5,000)	(84,844)	(70,000)	(17,126)	(49,635)		(65,254)		
109 Capital and Projects									
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
Total Income	0	3,102	0	2,400,000	2,400,000	0	0	0	0
1940 Building Maintenance Fund	10,000	0	0	0	0	0	0	0	0
1944 Christmas Lights	18,500	11,056	15,000	7,580	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	1,920,602	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 9)
Note: Draft Budget Report

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	<u>2022/23</u>		<u>2023/24</u>			<u>2024/25</u>			
	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
Overhead Expenditure	152,104	148,561	258,604	2,016,069	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>383,941</u>	<u>(225,012)</u>		<u>(326,419)</u>		
111 Services to Others									
1805 Income -Materials Fleet Meadow	0	293	0	98	98	0	200	0	0
1806 Income -Labour Fleet Meadow	0	1,860	0	2,679	2,500	0	2,500	0	0
1807 Income - Course's	0	1,225	0	0	0	0	0	0	0
Total Income	0	3,378	0	2,777	2,598	0	2,700	0	0
1866 Materials - Fleet Meadow	0	178	0	33	200	0	200	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>2,745</u>	<u>2,398</u>		<u>2,500</u>		
120 Other Costs & Income									
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	44,719	40,000	0	20,000	0	0
Total Income	1,241,862	1,256,965	1,336,855	1,376,574	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>1,376,574</u>	<u>1,371,855</u>		<u>1,490,433</u>		
201 Arts & Grants-Empowered									
1195 Miscellaneous Income	0	0	0	85	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 9)

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
Total Income	0	0	0	185	100	0	0	0	0
2165 Remembrance Parade & Service	4,000	3,065	4,000	1,503	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	40,784	45,000	0	47,000	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
Overhead Expenditure	53,000	61,305	53,000	51,014	53,100	0	53,000	0	0
Movement to/(from) Gen Reserve	(53,000)	(61,305)	(53,000)	(50,829)	(53,000)		(53,000)		
301 External Works-Central Costs									
3101 Salaries - Works	194,329	183,900	232,000	169,229	227,699	0	251,158	0	0
3102 Salaries - Works Er's NI	16,914	16,994	16,800	15,662	20,994	0	22,363	0	0
3103 Salaries - Works Er's Superann	38,479	36,469	36,100	36,671	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	1,124	1,600	0	1,500	0	0
3120 Protective Clothing	2,575	1,318	2,000	1,599	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	5,171	6,000	0	6,000	0	0
3144 Equipment & Small Tools	0	0	0	46	14	0	0	0	0

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Didcot Town Council
Annual Budget - By Centre (Actual YTD Month 9)
Note: Draft Budget Report

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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	3,945	7,500	0	32,000	0	0
3154 Maintenance	546	3,668	2,000	1,278	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	4,210	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
Overhead Expenditure	289,168	281,537	327,725	249,111	368,911	0	372,471	0	0
Movement to/(from) Gen Reserve	(289,168)	(281,537)	(327,725)	(249,111)	(368,911)		(372,471)		
302 Allotments									
3282 Allotment Rents	12,500	13,327	14,500	19,936	15,500	0	15,500	0	0
32581 Grant Received	0	0	0	1,000	1,000	0	0	0	0
Total Income	12,500	13,327	14,500	20,936	16,500	0	15,500	0	0
3151 Water Charges	2,500	4,037	2,500	1,877	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	1,841	4,000	0	6,000	0	0
3250 Allotment -Polytunnel	0	0	0	1,800	1,800	0	0	0	0
Overhead Expenditure	4,850	9,245	6,850	5,518	8,650	0	8,850	0	0
Movement to/(from) Gen Reserve	7,650	4,082	7,650	15,417	7,850		6,650		
303 Cemetery									

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Didcot Town Council

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Report

	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	18,620	18,000	0	18,000	0	0
	17,000	18,070	18,000	18,620	18,000	0	18,000	0	0
Total Income									
3151 Water Charges	1,200	172	1,000	94	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	1,267	1,810	0	1,950	0	0
99121 Tfr from EMR Cemetery Fund	0	-150	0	0	0	0	0	0	0
Overhead Expenditure									
	6,200	1,454	1,600	3,781	5,810	0	7,950	0	0
Movement to/(from) Gen Reserve									
	10,800	16,616	16,400	14,839	12,190		10,050		
304 Edmonds Park									
3151 Water Charges	1,200	148	1,200	771	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	7,642	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
Overhead Expenditure									
	26,500	37,491	28,500	16,778	28,500	0	28,500	0	0
Movement to/(from) Gen Reserve									
	(26,500)	(37,491)	(28,500)	(16,778)	(28,500)		(28,500)		
305 Ladygrove Park									
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 9)
Note: Draft Budget Report

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	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Income	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
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)		
306 Loyd Park									
1195 Miscellaneous Income	0	10	0	0	0	0	0	0	0
Total Income	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	44,121	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
Overhead Expenditure	280	2,203	900	-337	1,496	0	650	0	0
Movement to/(from) Gen Reserve	(280)	(2,193)	(900)	337	(1,496)		(650)		
308 Other Parks & Recreation Areas									

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Didcot Town Council

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
3179 Carbon Return Income	0	0	0	2	2	0	0	0	0
Total Income	0	0	0	2	2	0	0	0	0
3154 Maintenance	5,500	22,729	5,500	3,100	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
Overhead Expenditure	8,500	19,548	8,500	6,085	8,485	0	12,000	0	0
Movement to/(from) Gen Reserve	<u>(8,500)</u>	<u>(19,548)</u>	<u>(8,500)</u>	<u>(6,083)</u>	<u>(8,483)</u>		<u>(12,000)</u>		
309 Play Areas									
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	28,898	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
Overhead Expenditure	18,000	9,374	28,000	29,931	26,033	0	34,000	0	0
Movement to/(from) Gen Reserve	<u>(18,000)</u>	<u>(9,374)</u>	<u>(28,000)</u>	<u>(29,931)</u>	<u>(26,033)</u>		<u>(34,000)</u>		
310 Environmental Services									
1183 Bowls Club Rent	50	0	50	0	50	0	50	0	0
3180 Sports Hire	3,000	4,130	4,000	6,010	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

Continued on next page

7-10

Didcot Town Council
Annual Budget - By Centre (Actual YTD Month 9)
Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Income	28,131	16,130	18,050	18,090	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	2,461	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	3,222	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 Sheit/Street	0	-815	0	0	0	0	0	0	0
Overhead Expenditure	55,507	58,606	33,600	17,914	31,911	0	40,700	0	0
Movement to/(from) Gen Reserve	(27,376)	(42,476)	(15,550)	176	(14,581)		(23,650)		
325 Projects									
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
Total Income	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
9031 Tree Management - Contract	5,000	0	5,000	0	5,000	0	5,000	0	0
9050 Play Equipment St Annes	0	15,603	0	0	0	0	0	0	0
9051 Memorial/WW1 Commemorative Seat	500	499	0	0	0	0	0	0	0
9059 Bus shelters	5,000	0	5,000	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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Didcot Town Council
Annual Budget - By Centre (Actual YTD Month 9)
Note: Draft Budget Report

12/01/2024
 11:05

	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
Overhead Expenditure	20,500	320,637	10,000	9,682	27,188	0	7,000	0	0
Movement to/(from) Gen Reserve	<u>(14,500)</u>	<u>(308,300)</u>	<u>(10,000)</u>	<u>(5,222)</u>	<u>(22,727)</u>		<u>(7,000)</u>		
401 C H General Administration									
1000 Main Hall	30,000	43,278	55,000	34,271	55,000	0	60,000	0	0
1001 Northbourne Room	5,000	11,482	12,000	8,951	14,000	0	14,000	0	0
1002 Ladygrove Room	20,000	27,277	25,000	22,531	31,500	0	30,000	0	0
1003 All Saints Room	8,000	9,133	10,000	7,829	10,000	0	12,000	0	0
1004 Park Room	8,000	6,616	8,000	5,238	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	3,349	3,072	0	1,000	0	0
Total Income	73,000	101,495	113,000	91,262	131,597	0	127,500	0	0

Continued on next page

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Didcot Town Council
Annual Budget - By Centre (Actual YTD Month 9)
Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
3155 Security	0	0	0	960	650	0	800	0	0
4001 Salaries - Civic Hall	73,200	168,000	48,000	53,418	59,550	0	42,909	0	0
4002 Salaries - Civic Hall Er's Ni	7,750	10,141	0	2,346	2,372	0	932	0	0
4003 Salaries - C.Hall Er's Superan	21,000	27,383	0	9,329	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	22,424	30,000	0	30,000	0	0
4015 Cleaning and Hygiene	25,000	27,919	30,000	21,931	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	3,340	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	1,364	10,000	0	1,000	0	0
4043 Repairs and Maintenance	15,000	37,021	10,000	33,360	35,000	0	30,000	0	0
4044 Maintenance Contracts	15,000	13,769	15,000	17,705	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	1,427	1,800	0	2,000	0	0
4054 NDR	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 9)

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
Overhead Expenditure	263,250	375,363	230,300	133,274	180,235	0	198,663	0	0
Movement to/(from) Gen Reserve	<u>(190,250)</u>	<u>(273,868)</u>	<u>(117,300)</u>	<u>(42,012)</u>	<u>(48,638)</u>		<u>(71,163)</u>		
402 C H Bar									
1050 Bar Sales	12,000	18,859	15,000	14,183	20,000	0	15,000	0	0
Total Income	<u>12,000</u>	<u>18,859</u>	<u>15,000</u>	<u>14,183</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	7,513	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	326	500	0	500	0	0
3154 Maintenance	0	2,468	3,000	1,399	2,500	0	3,000	0	0
Overhead Expenditure	<u>10,000</u>	<u>11,369</u>	<u>11,000</u>	<u>10,246</u>	<u>14,009</u>	<u>0</u>	<u>11,000</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>2,000</u>	<u>7,490</u>	<u>4,000</u>	<u>3,936</u>	<u>5,991</u>		<u>4,000</u>		
403 C H Catering									
1075 Food and Beverage Income	5,000	3,802	3,000	8,692	8,000	0	8,000	0	0
1100 Catering Income - Food	0	8,767	6,000	6,461	8,000	0	8,000	0	0
Total Income	<u>5,000</u>	<u>12,569</u>	<u>9,000</u>	<u>15,153</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	1,120	1,000	0	1,000	0	0
Overhead Expenditure	<u>0</u>	<u>5,224</u>	<u>7,000</u>	<u>5,014</u>	<u>9,000</u>	<u>0</u>	<u>9,000</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>5,000</u>	<u>7,345</u>	<u>2,000</u>	<u>10,139</u>	<u>7,000</u>		<u>7,000</u>		

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Didcot Town Council

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
955 Earmarked Reserves									
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
Overhead Expenditure	6,000	-120,972	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(6,000)</u>	<u>120,972</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget Income	1,437,793	1,567,929	1,596,405	4,036,804	4,085,797	0	1,779,683	0	0
Expenditure	1,412,970	1,718,362	1,592,905	2,991,249	4,006,080	0	1,781,683	0	0
Movement to/(from) Gen Reserve	<u>24,823</u>	<u>(150,433)</u>	<u>3,500</u>	<u>1,045,556</u>	<u>79,717</u>	<u>(2,000)</u>	<u>(2,000)</u>	<u>0</u>	<u>0</u>

7-15

Janet Wheeler

From: Tika Paudel <TPaudel@ridge.co.uk>
Sent: 15 December 2023 09:34
To: Janet Wheeler
Cc: Stuart Mundy; Alex Wilde; James Cole; Simon Keen
Subject: 5018614 - New Sports and Community Pavilion, Edmonds Park, Didcot - Payment Notice Nr 8
Attachments: 5018614 - New Sports & Community Pavilion - Valuation Report Nr 8.pdf; 5018614 - New Sports & Community Pavilion - Payment Notice Nr 8.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Dear Janet,

Please find attached the following for the above project:

- Payment Notice Nr 8 including Retention Statement and Payment Schedule.
- Valuation Report Nr 8

The certificate constitutes a "Payment Notice" under the terms of the Contract, and it indicates a payment due from the Employer of £204,530 excluding VAT to the main contractor LIFE Build Solutions Limited.

We would draw your attention to the following:-

- Final Payment of this Certificate/Notice is due on or before 12 January 2024 (30 calendar days from the due date 13 December 2023)
- LIFE Build Solutions will issue a separate VAT invoice addressed to the Employer for the applicable amount.
- The issue of this Certificate / Recommendation does not confirm that any of the Works are compliant with the Contract Conditions.

Should you have any questions, 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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Email Disclaimer

PAYMENT NOTICE

New Sports and Community Pavilion, Edmonds Park, Didcot

RIDGE

JCT FORMS OF CONTRACT

JCT Design and Build Contract (2016)

Employer Address Didcot Town Council Didcot Civic Hall Britwell Road Didcot Oxfordshire OX11 7HN	Site Address Edmonds Park, Park Road, Didcot OX11 8QL
Contractor Address LIFE Build Solutions Limited 2 Buckingham Place Bellfield Road West High Wycombe Buckinghamshire HP13 5HW	Description of Works Construction of a new Sports and Community Pavilion and associated external works Job Reference 5018614
	Contract date 15 May 2023
	Valuation Date 06 December 2023
	Due Date 13 December 2023
	Issue Date 15 December 2023
	Final Date for Payment 12 January 2024
	Instalment Number 8
	Serial Number
The basis on which the amount of this certificate has been calculated is clause *4-12/4.13 of the conditions of contract (see note 1)	Contract Sum £2,188,096.03 Gross Valuation £1,847,672.00 Less Retention @ 5% rounded -£92,384.00 Sub-Total £1,755,288.00 Less amount previously certified or advanced (see note 2) -£1,550,758.00 Amount of this Certificate exclusive of VAT £204,530.00

*I/We notify that under the terms of the contract, unless written Notice of intention to pay less has been given under clause 4.9.5 of the contract and, if the Employer is a 'Contractor' under the Construction Industry Scheme, subject to *him/her having the necessary authorisation under the Scheme to make a payment to the Contractor, payment is due from the Employer to the Contractor within 30 days of the due date in the sum of:

(amount in words) Two Hundred and Four Thousand, Five Hundred and Thirty Pounds

plus any VAT payable (see below)

Signature of or for and on behalf
of the Employer's Agent



* AsseeRICS/MRICS/FRICS

The VAT due on this certificate is 40,906.00 which should be added by the Employer to the amount certified above when settling this certificate.

- Notes:
1. The Employer's attention should be drawn to the necessity of giving the appropriate written Notice if he/she is not prepared to make the above payment or if he/she wishes to pay a lesser amount than the amount stated on this Notice.
 2. Include the amount previously notified and NOT the amount previously paid. 'Advanced' refers to advance payments. Sums 'notified' includes sums included on Contractor's Interim Application (if there is no valid Interim Payment Notice (see clause 4.9.3)
 3. The due date is the later of the date stated in the Contract Particulars & 7 days after the date on which the Employer received the Application.
 4. The issue of this Certificate / Recommendation does not confirm that any of the Works are compliant with the Contract Conditions.

PROJECT VALUATION

New Sports and Community Pavilion, Edmonds Park, Didcot



SCHEDULE OF PAYMENTS

REF	VALUATION SUBMISSION DATE	DUE DATE	CERTIFICATE DATE	FINAL PAYMENT	GROSS VALUATION	RETENTION	NET VALUATION	NET PAYMENT
1	17/05/2023	24/05/2023	29/05/2023	23/06/2023	246,973	(12,349)	234,624	234,624
2	14/06/2023	21/06/2023	26/06/2023	21/07/2023	419,719	(20,986)	398,733	164,109
3	19/07/2023	26/07/2023	31/07/2023	25/08/2023	654,233	(32,712)	621,521	222,788
4	16/08/2023	23/08/2023	28/08/2023	22/09/2023	759,490	(37,975)	721,515	99,994
5	20/09/2023	27/09/2023	02/10/2023	27/10/2023	957,990	(47,900)	910,090	188,575
6	18/10/2023	25/10/2023	30/10/2023	24/11/2023	1,273,574	(63,679)	1,209,895	299,805
7	15/11/2023	22/11/2023	27/11/2023	22/12/2023	1,632,377	(81,619)	1,550,758	340,863
8	06/12/2023	13/12/2023	18/12/2023	12/01/2024	1,847,672	(92,384)	1,755,288	204,530
9	17/01/2024	24/01/2024	29/01/2024	23/02/2024			-	-
10							-	-
11							-	-
12							-	-
13							-	-
14							-	-
15							-	-
16							-	-
17							-	-
18							-	-
					Nett Total		£	1,755,288

8-4

Main Valuation Summary

	<u>Final Forecast</u>	<u>Valuation</u>	<u>Ridge Recommended Valuation</u>
1. Preliminaries	£242,082	£224,007	£219,651
2. Works Packages	£1,889,883	£1,551,278	£1,550,047
3. Employers Agent Instructions	-£10,379	-£1,321	-£1,321
4. CVI's & Measured Variations	£15,253	£7,528	£4,453
5. Materials On Site	£0	£26,685	£26,685
6. Overheads & Profit (4.75%)	£101,500	£85,888	£85,477
7. Value Engineering - PROVISIONAL	-£45,137	-£37,320	-£37,320
Forecast Final Value	£2,193,202		
	Gross Valuation	£1,856,745	£1,847,672
	Less Retention @ 5%	-£92,837	-£92,384
	Sub-Total	£1,763,908	£1,755,288
	Less Previous Nett Valuation	-£1,550,758	-£1,550,758
	Payment Due (excluding VAT)	£213,150	£204,530
	Add VAT	£42,630	
	Payment Due (including VAT)	£255,780	

EDMONDS PARK, DIDCOT

Preliminaries

Based upon 37 working week Contract period;
Current week no. :- 35

Prelim Items		Total	%age	Valuation	%age	Valuation	
Time Related Items;							
1	Accommodation	a) Site cabins & WC	£10,675.00	x 95%	= £10,141.25	92%	£9,821.00
2	Management & Staff	a) Site Manager	£76,923.00	x 95%	= £73,076.85	92%	£70,769.16
		a) Traffic Marshal / Gateman	£26,640.00	x 95%	= £25,308.00	92%	£24,508.80
		b) Health and Safety Manager/Safety Visits	£2,450.00	x 95%	= £2,327.50	92%	£2,254.00
3	Temporary Services	a) Temporary Water Supply	£2,267.00	x 95%	= £2,153.65	92%	£2,085.64
		b) Temporary Electricity Supply	£1,850.00	x 95%	= £1,757.50	92%	£1,702.00
		c) Temporary telecommunication systems	£555.00	x 95%	= £527.25	92%	£510.60
		d) Temporary Drainage	£0	x 95%	= £0.00	0%	£0.00
4	Mechanical Plant	a) Small Tools & Consumables	£5,550.00	x 95%	= £5,272.50	92%	£5,106.00
5	Temporary Works	a) Scaffold Access - Including Inspection	£10,377.00	x 100%	= £10,377.00	100%	£10,377.00
6	Site Clearance	a) Skips	£8,880.00	x 95%	= £8,436.00	92%	£8,169.60
		b) Post Completion Services	£2,625.00	x 95%	= £2,493.75	92%	£2,415.00
Fixed Items;							
1	Accommodation	a) Delivery/stacking/collection	£3,540.00	x 50%	= £1,770.00	50%	£1,770.00
2	Temporary Services	a) Temporary Water Supply	£1,000.00	x 95%	= £950.00	92%	£920.00
		b) Temporary Electricity Supply	£5,757.00	x 95%	= £5,469.15	92%	£5,296.44
		c) Temporary telecommunication systems	£0.00	x 0%	= £0.00	0%	£0.00
		d) Temporary Drainage	£1,050	x 75%	= £787.50	75%	£787.50
3	Security	a) Hoardings, Fencing & Gates	£6,222.00	x 85%	= £5,288.70	85%	£5,288.70
4	Temporary Works	a) Scaffold access - internal & external	£20,755.00	x 100%	= £20,755.00	100%	£20,755.00
		b) Access Roads / Running Zones	£19,120.00	x 85%	= £16,252.00	85%	£16,252.00
5	Safety	a) Site Sign Board	£1,300.00	x 100%	= £1,300.00	100%	£1,300.00
		b) Considerate Constructor Fee	£520.00	x 100%	= £520.00	100%	£520.00
6	Protection	a) Protection of Works	£1,500.00	x 75%	= £1,125.00	75%	£1,125.00
7	Final Clean	a) Commercial Clean	£2,382.00	x 0%	= £0.00	0%	£0.00
8	Bonds	a) Performance Bond	£2,250.00	x 100%	= £2,250.00	100%	£2,250.00
		SEE EAI No.1 FOR ADJUSTMENT					
9	Design Fees	a) Architectural	£13,125.00	x 98%	= £12,862.50	98%	£12,862.50
		b) Structural	£4,450.00	x 100%	= £4,450.00	100%	£4,450.00
		c) Acoustic Consultant	£1,787.00	x 100%	= £1,787.00	100%	£1,787.00
		d) BREEAM Advisor	£1,050.00	x 85%	= £892.50	85%	£892.50
		e) Principal Designer	£1,280.00	x 95%	= £1,216.00	95%	£1,216.00
		f) Planning Discharge Fee	£232.00	x 0%	= £0.00	0%	£0.00
		g) Building Control	£2,370.00	x 100%	= £2,370.00	100%	£2,370.00
		h) DocHosting System	£1,200	x 95%	= £1,140.00	95%	£1,140.00
		i) Air Leakage Testing	£750	x 0%	= £0.00	0%	£0.00
		j) Street Name & Numbering	£300	x 0%	= £0.00	0%	£0.00
		k) Sewer Connection Fees	£950	x 100%	= £950.00	100%	£950.00
		l) Sound Testing	£400	x 0%	= £0.00	0%	£0.00

Totals To Main Summary **£242,082.00**

£224,006.60

£219,651.44

EDMONDS PARK, DIDCOT

Works Packages

Works Package Items		Total	%age	Valuation	Ridge Recommended	
					%age	Valuation
1. Groundworks						
Substructures	a) Excavating to Reduce Level & Foundations	£5,403.36	x 100%	= £5,403.36	100%	5403.36
	b) Disposal of Excavated Material; Off Site	£23,162.50	x 100%	= £23,162.50	100%	£23,162.50
	c) Surface Treatments to Excavation	£2,193.92	x 100%	= £2,193.92	100%	£2,193.92
	d) Plain Concrete - to Foundations	£41,152.16	x 100%	= £41,152.16	100%	£41,152.16
	e) Plain Concrete - to Walls	£2,952.00	x 100%	= £2,952.00	100%	£2,952.00
SW Drainage	a) Drainage Runs	£10,074.80	x 100%	= £10,074.80	100%	£10,074.80
	b) Inspection Chambers	£1,482.00	x 95%	= £1,407.90	95%	£1,407.90
	c) Silt Traps	£4,872.00	x 100%	= £4,872.00	100%	£4,872.00
	d) RWP Discharge Units	£6,917.49	x 100%	= £6,917.49	100%	£6,917.49
	e) Aco Drain	£1,038.90	x 0%	= £0.00	0%	£0.00
	f) Testing & Commissioning	£680.00	x 50%	= £340.00	50%	£340.00
FW Drainage	a) Drainage Runs	£26,338.14	x 100%	= £26,338.14	100%	£26,338.14
	b) Inspection Chambers	£7,661.80	x 100%	= £7,661.80	100%	£7,661.80
	c) Works in Highway	£5,327.00	x 0%	= £0.00	0%	£0.00
	d) Testing & Commissioning	£1,506.00	x 50%	= £753.00	50%	£753.00
External Works	a) Site Preparations	£503.00	x 100%	= £503.00	100%	£503.00
	b) Excavating to Reduce Levels	£27,250.12	x 80%	= £21,800.10	80%	£21,800.10
	c) Reinforced Grass	£11,739.35	x 20%	= £2,347.87	20%	£2,347.87
	d) Gravel Footpath (Incl Edging)	£10,604.83	x 10%	= £1,060.48	10%	£1,060.48
	e) Resin Bound gravel Sub-base	£39,038.94	x 80%	= £31,231.15	80%	£31,231.15
	f) Cycle Stands	£3,420.00	x 90%	= £3,078.00	90%	£3,078.00
	g) Door Barriers	£2,000.00	x 0%	= £0.00	0%	£0.00
	h) Brick Bench - Foundations	£1,225.17	x 100%	= £1,225.17	100%	£1,225.17
External Services	a) Service Runs	£30,970.10	x 100%	= £30,970.10	100%	£30,970.10
	b) Drawpits	£2,050.00	x 100%	= £2,050.00	100%	£2,050.00
	c) Bollards	£3,000.00	x 100%	= £3,000.00	100%	£3,000.00
	d) EV Points	£750.00	x 0%	= £0.00	0%	£0.00
Miscellaneous	a) Mobilisation	£600.00	x 100%	= £600.00	100%	600
	b) RAMS	£300.00	x 100%	= £300.00	100%	£300.00
	c) Wheel Washing	£1,320.00	x 90%	= £1,188.00	90%	£1,188.00
	d) Management & Overheads	£5,040.00	x 84%	= £4,233.60	84%	4233.6
	e) Qualified Items	£1,038.00	x 84%	= £871.92	84%	£871.92
	f) Additional Items	£12,277.00	x 50%	= £6,138.50	50%	£6,138.50
	g) Risk Items	£14,694.42	x 84%	= £12,343.31	84%	£12,343.31
2 Beam & Block	a) Design, Supply & Install Beam & Block	£21,745.67	x 100%	= £21,745.67	100%	£21,745.67
	a) Qualified Items	£9,508.02	x 100%	= £9,508.02	100%	£9,508.02
	b) Additional Items	£760.00	x 100%	= £760.00	100%	£760.00
	c) Risk Items	£787.75	x 100%	= £787.75	100%	£787.75
3 Masonry						
Substructure	a) Masonry	£24,113.08	x 100%	= £24,113.08	100%	£24,113.08
	b) Forming cavities, Insulation & Wall Ties	£13,948.00	x 100%	= £13,948.00	100%	£13,948.00
	c) DPC & Sundries	£4,202.15	x 100%	= £4,202.15	100%	£4,202.15
Superstructure	a) Masonry	£81,586.61	x 99%	= £80,770.74	99%	£80,770.74
	b) Forming cavities, Insulation & Wall Ties	£25,499.70	x 99%	= £25,244.70	99%	£25,244.70
	c) Lintels & Padstones	£1,740.66	x 99%	= £1,723.25	99%	£1,723.25
	d) Blockwork - Internal Walls	£20,864.50	x 99%	= £20,655.86	99%	£20,655.86
	e) Lintels - Internal Walls	£1,375.60	x 99%	= £1,361.84	99%	£1,361.84
	f) Proprietary Items	£3,590.95	x 99%	= £3,555.04	99%	£3,555.04
	a) Qualified Items	£17,066.00	x 99%	= £16,895.34	99%	£16,895.34
	b) Additional Items	£6,988.00	x 99%	= £6,918.12	99%	£6,918.12

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Works Packages

Works Package Items		Total	%	%	Ridge Recommended				
					Valuation	%age	Valuation		
4	Structural Steelwork	c) Risk Items	£10,048.75	x	99%	=	£9,948.26	99%	£9,948.26
		a) Design, Supply & Install Structural Steelwork	£26,408.00	x	100%	=	£26,408.00	100%	£26,408.00
		a) Qualified Items	£11,055.00	x	100%	=	£11,055.00	100%	£11,055.00
		b) Additional Items	£1,152.00	x	100%	=	£1,152.00	100%	£1,152.00
5	Carpentry	c) Risk Items	£1,658.00	x	100%	=	£1,658.00	100%	£1,658.00
		a) Roof Trusses & Wall plates	£7,037.56	x	100%	=	£7,037.56	100%	£7,037.56
		b) Fascia & Soffits	£8,862.82	x	50%	=	£4,431.41	50%	£4,431.41
		c) Common Rafters incl. Metalwork	£18,342.56	x	100%	=	£18,342.56	100%	£18,342.56
		d) Packing to Steel Beams	£4,678.26	x	100%	=	£4,678.26	100%	£4,678.26
		e) Eaves	£501.48	x	100%	=	£501.48	100%	£501.48
		f) Surround to Access Hatch	£98.58	x	100%	=	£98.58	100%	£98.58
		g) Attic Boarding	£10,887.50	x	100%	=	£10,887.50	100%	£10,887.50
		h) Boarding & Battens to Roof	£14,315.69	x	100%	=	£14,315.69	100%	£14,315.69
		i) Insulation to Roof	£58,992.55	x	100%	=	£58,992.55	100%	£58,992.55
		j) Skirtings, Architraves & Window Sills	£10,304.42	x	75%	=	£7,728.32	75%	£7,728.32
		k) FF&E Items	£10,758.05	x	38%	=	£4,088.06	38%	£4,088.06
		l) Internal Doors & Ironmongery	£7,104.85	x	90%	=	£6,394.37	90%	£6,394.37
m) Kitchen	£10,115.74	x	80%	=	£8,092.59	80%	£8,092.59		
6	Roof Trusses	a) Qualified Items	£0.00	x	0%	=	£0.00	0%	£0.00
		b) Additional Items	£6,784.00	x	90%	=	£6,105.60	90%	£6,105.60
		c) Risk Items	£5,099.58	x	90%	=	£4,589.62	90%	£4,589.62
		a) Design & Supply Roof Trusses	£19,634.00	x	100%	=	£19,634.00	100%	£19,634.00
7	Roof Tiling & Tile Hanging	a) Qualified Items	£4,548.00	x	100%	=	£4,548.00	100%	£4,548.00
		b) Additional Items	£6,916.00	x	100%	=	£6,916.00	100%	£6,916.00
		c) Risk Items	£981.70	x	100%	=	£981.70	100%	£981.70
		a) Roof Coverings	£37,297.25	x	97.5%	=	£36,364.82	97.5%	£36,364.82
8	Single Ply Roof	b) Wall Coverings	£1,304.40	x	100%	=	£1,304.40	100%	£1,304.40
		c) Eaves, Verges & Ridges etc	£7,813.14	x	100%	=	£7,813.14	100%	£7,813.14
		d) Cutting around Solar Brackets	£1,820.00	x	100%	=	£1,820.00	100%	£1,820.00
		a) Qualified Items	£7,136.00	x	100%	=	£7,136.00	100%	£7,136.00
9	Louvres	b) Additional Items	£1,236.00	x	100%	=	£1,236.00	100%	£1,236.00
		c) Risk Items	£1,698.21	x	100%	=	£1,698.21	100%	£1,698.21
		a) Single Ply Roof	£2,000.00	x	100%	=	£2,000.00	100%	£2,000.00
		a) Qualified Items	£0.00	x	0%	=	£0.00	0%	£0.00
10	Sunpipes	b) Additional Items	£0.00	x	0%	=	£0.00	0%	£0.00
		c) Risk Items	£0.00	x	0%	=	£0.00	0%	£0.00
		a) Supply and Installation of Louvres	£12,987.00	x	10%	=	£1,298.70	10%	£1,298.70
		a) Qualified Items	£500.00	x	0%	=	£0.00	0%	£0.00
11	Rainwater Goods	b) Additional Items	£0.00	x	0%	=	£0.00	0%	£0.00
		c) Risk Items	£404.61	x	0%	=	£0.00	0%	£0.00
		a) Supply of Sunpipes	£4,779.00	x	100%	=	£4,779.00	100%	£4,779.00
		a) Qualified Items	£3,550.00	x	75%	=	£2,662.50	75%	£2,662.50
11	Rainwater Goods	b) Additional Items	£0.00	x	0%	=	£0.00	0%	£0.00
		c) Risk Items	£238.95	x	100%	=	£238.95	100%	£238.95
		a) Supply & Installation of RWG	£3,776.34	x	70%	=	£2,643.44	70%	£2,643.44
		a) Qualified Items	£894.14	x	50%	=	£447.07	50%	£447.07
11	Rainwater Goods	b) Additional Items	£0.00	x	0%	=	£0.00	0%	£0.00
		c) Risk Items	£233.52	x	50%	=	£116.76	50%	£116.76

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Works Packages

Works Package Items		Total	%	%	=	Ridge Recommended					
						Valuation	%age	Valuation			
12	Curtain Walling	a) Curtain Walling	£34,353.63	x	75%	=	£25,765.22	75%	£25,765.22		
		b) External Doors	£18,662.76	x	90%	=	£16,796.48	90%	£16,796.48		
		c) Windows	£6,313.49	x	75%	=	£4,735.12	75%	£4,735.12		
		d) Sundries	£2,495.53	x	75%	=	£1,871.65	75%	£1,871.65		
		a) Qualified Items	£7,262.00	x	25%	=	£1,815.50	25%	£1,815.50		
		b) Additional Items	£1,142.00	x	0%	=	£0.00	0%	£0.00		
		c) Risk Items	£4,135.73	x	60%	=	£2,481.44	60%	£2,481.44		
		13	Fire Protection / Fire Stopping	a) Supply & Installation	£860.00	x	0%	=	£0.00	0%	£0.00
				a) Qualified Items	£0.00	x	0%	=	£0.00	0%	£0.00
b) Additional Items	£0.00			x	0%	=	£0.00	0%	£0.00		
c) Risk Items	£0.00			x	0%	=	£0.00	0%	£0.00		
Doorsets & Ironmongery	a) Internal Doors		£17,682.59	x	100%	=	£17,682.59	100%	£17,682.59		
	b) Ironmongery		£2,132.90	x	100%	=	£2,132.90	100%	£2,132.90		
	a) Qualified Items		£496.00	x	100%	=	£496.00	100%	£496.00		
	b) Additional Items		£2,973.53	x	100%	=	£2,973.53	100%	£2,973.53		
	c) Risk Items		£2,196.71	x	100%	=	£2,196.71	100%	£2,196.71		
15	Hygienic Wall Cladding	a) To Walls	£5,904.36	x	100%	=	£5,904.36	100%	£5,904.36		
		b) Splashbacks	£616.50	x	25%	=	£154.13	25%	£154.13		
		a) Qualified Items	£1,772.00	x	70%	=	£1,240.40	70%	£1,240.40		
		b) Additional Items	£0.00	x	0%	=	£0.00	0%	£0.00		
		c) Risk Items	£249.14	x	88%	=	£219.24	88%	£219.24		
		16	Painting	a) To Walls	£8,309.40	x	95%	=	£7,893.93	95%	£7,893.93
b) To Ceilings	£4,175.60			x	95%	=	£3,966.82	95%	£3,966.82		
c) To Bin Store/Plant Room	£420.00			x	90%	=	£378.00	90%	£378.00		
d) To Window & Door Surrounds	£4,521.00			x	90%	=	£4,068.90	90%	£4,068.90		
e) To Soffit Board & Steelwork	£1,248.00			x	85%	=	£1,060.80	85%	£1,060.80		
	a) Qualified Items		£2,116.00	x	65%	=	£1,375.40	65%	£1,375.40		
	b) Additional Items		£0.00	x	0%	=	£0.00	0%	£0.00		
	c) Risk Items		£1,039.50	x	65%	=	£675.68	65%	£675.68		
	17		Screed	a) 75mm Screed	£9,391.37	x	100%	=	£9,391.37	100%	£9,391.37
b) 165mm Slab Insulation		£14,617.10		x	100%	=	£14,617.10	100%	£14,617.10		
c) 30mm Perimeter Insulation		£124.20		x	100%	=	£124.20	100%	£124.20		
d) Separating Membranes		£919.77		x	100%	=	£919.77	100%	£919.77		
		a) Qualified Items	£2,299.15	x	100%	=	£2,299.15	100%	£2,299.15		
		b) Additional Items	£505.00	x	100%	=	£505.00	100%	£505.00		
		c) Risk Items	£696.41	x	100%	=	£696.41	100%	£696.41		
		18	Soft Flooring	a) Altro Vinyl Flooring	£21,053.11	x	70%	=	£14,737.18	70%	£14,737.18
				b) Coved Skirting	£3,220.50	x	100%	=	£3,220.50	100%	£3,220.50
c) Carpet Barrier Matting	£1,917.50			x	0%	=	£0.00	0%	£0.00		
d) Entrance Matting	£480.00			x	0%	=	£0.00	0%	£0.00		
e) Sundries	£8,731.95			x	100%	=	£8,731.95	100%	£8,731.95		
	a) Qualified Items		£3,944.00	x	75%	=	£2,958.00	75%	£2,958.00		
	b) Additional Items		£0.00	x	75%	=	£0.00	0%	£0.00		
	c) Risk Items		£1,967.35	x	75%	=	£1,475.51	75%	£1,475.51		
	19		Suspended Ceilings	a) Suspended Ceilings	£22,459.40	x	100%	=	£22,459.40	100%	£22,459.40
b) Ceiling Hatches		£849.42		x	100%	=	£849.42	100%	£849.42		
c) Plaster - To Walls		£12,489.84		x	100%	=	£12,489.84	100%	£12,489.84		
a) Qualified Items		£5,443.00		x	100%	=	£5,443.00	100%	£5,443.00		

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Works Packages

Works Package Items		Total	%age		Ridge Recommended			
					Valuation	%age	Valuation	
19 Cubicles	b) Additional Items	£17,449.60	x	100%	=	£17,449.60	100%	£17,449.60
	c) Risk Items	£1,760.74	x	100%	=	£1,760.74	100%	£1,760.74
	a) Showers	£13,367.00	x	100%	=	£13,367.00	100%	£13,367.00
	b) Toilets	£4,174.00	x	100%	=	£4,174.00	100%	£4,174.00
	c) Deliveries	£1,254.00	x	100%	=	£1,254.00	100%	£1,254.00
	d) Benching	£5,550.00	x	100%	=	£5,550.00	100%	£5,550.00
	e) Lockers (SEE VE SAVINGS TAB)	£5,465.00	x	100%	=	£5,465.00	100%	£5,465.00
	a) Qualified Items	£912.00	x	100%	=	£912.00	100%	£912.00
	b) Additional Items	£357.00	x	100%	=	£357.00	100%	£357.00
	c) Risk Items	£1,553.95	x	100%	=	£1,553.95	100%	£1,553.95
20 Mechanical & Plumbing	a) Soil, Vent & Waste incl. Testing	£4,827.00	x	95%	=	£4,585.65	95%	£4,585.65
	b) Heating & DWS Carcass	£40,590.00	x	95%	=	£38,560.50	95%	£38,560.50
	c) Second Fix	£158,779.22	x	90%	=	£142,901.30	90%	£142,901.30
	d) Ventilation	£62,383.76	x	98%	=	£61,136.08	98%	£61,136.08
	e) Finals	£1,081.47	x	2%	=	£21.63	2%	£21.63
	f) Sanitaryware	£15,659.00	x	25%	=	£3,914.75	25%	£3,914.75
	g) Commissioning	£1,934.87	x	2%	=	£38.70	2%	£38.70
	h) Record Drawings	£1,532.00	x	2%	=	£30.64	2%	£30.64
	a) Qualified Items	£6,690.00	x	85%	=	£5,686.50	85%	£5,686.50
	b) Additional Items	£19,739.37	x	85%	=	£16,778.46	85%	£16,778.46
c) Risk Items	£23,491.25	x	85%	=	£19,967.56	85%	£19,967.56	
21 Electrical	a) LV Distribution	£13,091.01	x	90%	=	£11,781.91	90%	£11,781.91
	b) Containment	£5,417.67	x	100%	=	£5,417.67	100%	£5,417.67
	c) Lighting Installation	£35,122.33	x	90%	=	£31,610.10	90%	£31,610.10
	d) Power Installation	£28,799.67	x	95%	=	£27,359.69	95%	£27,359.69
	e) Data Installation	£4,828.32	x	75%	=	£3,621.24	75%	£3,621.24
	f) Fire Alarm Installation	£7,987.72	x	85%	=	£6,789.56	85%	£6,789.56
	g) WC Alarm	£1,332.26	x	75%	=	£999.20	75%	£999.20
	h) Access Control	£3,879.31	x	5%	=	£193.97	5%	£193.97
	i) CCTV	£4,926.18	x	75%	=	£3,694.64	50%	£2,463.09
	j) Intruder Alarm	£5,248.46	x	75%	=	£3,936.35	75%	£3,936.35
	k) Lightning Protection - assessment	£692.50	x	100%	=	£692.50	100%	£692.50
	l) Design	£5,734.18	x	100%	=	£5,734.18	100%	£5,734.18
	m) Testing	£1,173.01	x	0%	=	£0.00	0%	£0.00
	n) Electric Vehicle Charging	£12,834.37	x	0%	=	£0.00	0%	£0.00
	o) PV Installation	£16,076.28	x	95%	=	£15,272.47	95%	£15,272.47
	p) AV Systems	£33,470.60	x	75%	=	£25,102.95	75%	£25,102.95
	q) Power for Doors	£427.43	x	0%	=	£0.00	0%	£0.00
	r) Client Training	£328.22	x	0%	=	£0.00	0%	£0.00
	s) Fire Alarm Monitoring Fee	£195.46	x	0%	=	£0.00	0%	£0.00
a) Qualified Items	£4,192.00	x	80%	=	£3,353.60	80%	£3,353.60	
b) Additional Items	£14,554.73	x	80%	=	£11,643.78	80%	£11,643.78	
c) Risk Items	£14,200.76	x	80%	=	£11,360.61	80%	£11,360.61	
22 Resin Bound Gravel	a) 70mm surface course	£24,208.24	x	0%	=	£0.00	0%	£0.00
	b) 24mm Resin Bound Aggregate	£52,542.00	x	0%	=	£0.00	0%	£0.00
	a) Qualified Items	£1,038.00	x	0%	=	£0.00	0%	£0.00
b) Additional Items	£487.00	x	0%	=	£0.00	0%	£0.00	
c) Risk Items	£7,827.76	x	0%	=	£0.00	0%	£0.00	
23 White Lining	a) Reline Existing Car Park	£1,850.00	x	100%	=	£1,850.00	100%	£1,850.00
	a) Qualified Items	£0.00	x	0%	=	£0.00	0%	£0.00
	b) Additional Items	£0.00	x	0%	=	£0.00	0%	£0.00
c) Risk Items	£92.50	x	100%	=	£92.50	100%	£92.50	

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Works Packages

Works Package Items		Total		%age	=	Ridge Recommended			
						Valuation	%age	Valuation	
24	Soft Landscaping	a) External Planting as per Ecology Site Plan	£13,038.00	x	0%	=	£0.00	0%	£0.00
		a) Qualified Items	£904.00	x	0%	=	£0.00	0%	£0.00
		b) Additional Items	£5,971.36	x	0%	=	£0.00	0%	£0.00
		c) Risk Items	£651.90	x	0%	=	£0.00	0%	£0.00
25	Fencing	a) Acoustic Fence	£5,735.00	x	0%	=	£0.00	0%	£0.00
		a) Qualified Items	£0.00	x	0%	=	£0.00	0%	£0.00
		b) Additional Items	£0.00	x	0%	=	£0.00	0%	£0.00
		c) Risk Items	£0.00	x	0%	=	£0.00	0%	£0.00
26	Statutory Authorities	a) Provisional Sum	£30,000.00	x	100%	=	£30,000.00	100%	£30,000.00
		a) Qualified Items	£0.00	x	0%	=	£0.00	0%	£0.00
		b) Additional Items	£0.00	x	0%	=	£0.00	0%	£0.00
		c) Risk Items	£0.00	x	0%	=	£0.00	0%	£0.00
27	Acoustic Panels	a) Wall Panels	£8,545.11	x	0%	=	£0.00	0%	£0.00
		b) Ecophon Rafts	£5,427.36	x	0%	=	£0.00	0%	£0.00
		a) Qualified Items	£0.00	x	0%	=	£0.00	0%	£0.00
		b) Additional Items	£0.00	x	0%	=	£0.00	0%	£0.00
	c) Risk Items	£0.00	x	0%	=	£0.00	0%	£0.00	
Totals To Main Summary			£1,889,882.71				£1,551,278.49		£1,550,046.94

EDMONDS PARK, DIDCOT

Employer Agents Instructions

Issue Date	No.	Brief Description	Budget Cost/Quote	%age	Valuation	Ridge Recommended	
						%age	Valuation
18-Apr-23	1	1 Performance bond is not required	-£2,250.00	100%	-£2,250.00	100%	-£2,250.00
	1	2 DTC does not require Funder Collateral Warranties	£0.00		£0.00		£0.00
23-May-23	2	1 Omit provisional allowance for Statutory Authorities work (nb OH&P adjustment included on Main Summary)	-£30,000.00	100%	-£30,000.00	100%	-£30,000.00
	2	2 Thames Water quotation 20125986 dated 19/03/2023	£3,988.75	100%	£3,988.75	100%	£3,988.75
	2	3 Scottish & Southern Electricity Networks quotation ref EZC125/2 dated 02/05/2023	£19,108.05	100%	£19,108.05	100%	£19,108.05
09-Jun-23	3	1 Addition of 2nr wall mounted water butts	£449.47	0%	£0.00	0%	£0.00
3-Aug-23	4	1 Lightning protection installation into the building (Cost TBA - See variation 3)	£4,410.00	35%	£1,543.50	35%	£1,543.50
3-Aug-23	5	1 VE Option to change slate roof coverings and vertical wall tiling to concrete is not achievable due to the increased loadings	£8,000.00	100%	£8,000.00	100%	£8,000.00
3-Aug-23	6	1 Access control system to be Lockteq compatible	TBC	0%			
21-Sep-23	7	1 Bookteq/Lockteq to complete a site survey to enable Bookteq/Lockteq to provide a quotation for a booking software for the external door to the main entrance and changing room.	TBC	0%			
28-Sep-23	8	1 AV Variation To Breakout rooms 1&2 amendments to the AV system are required:	£0.00	0%	£0.00	0%	£0.00
	8	2 Omit Single socket, data and HDMI point to the ceiling of Breakout room 1&2	£0.00	0%	£0.00	0%	£0.00
	8	3 Omit double socket, data and HDMI points to Breakout room 1 (to wall with internal door); Add 1nr doublr 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	£0.00	0%	£0.00	0%	£0.00
	8	4 Omit double socket, data and HDMI points to Breakout room 2 (to wall with internal door); Add 1nr doublr 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	£0.00	0%	£0.00	0%	£0.00
	8	5 Confirm sockets to Breakout room 1 are to be USB sockets	£0.00	0%	£0.00	0%	£0.00
	8	6 Breakout room 2 - Add 2nr additional double sockets to the left hand wall to provide 3nr in total	£230.98	100%	£230.98	100%	£230.98
13-Oct-23	9	1 Confirm the planting (excluding topsoil or any other associated preparation) and associated maintenance is to be omitted from the contract. This work will be undertaken directly by the client (As LBS email 20.10.23)	-£12,873.63	0%	£0.00	0%	£0.00
	9	2 LIFE to obtain approval for the proposed alternative planting scheme (details to be provided by the 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. (BUDGET - As LBS email 20.10.23)	£500.00	0%	£0.00	0%	£0.00
	9	3 Confirm client instruction to omit the white lining to the existing car park (As LBS email 20.10.23)	-£1,942.50	100%	-£1,942.50	100%	-£1,942.50

Totals To Main Summary -£10,378.88 -£1,321.22 -£1,321.22

EDMONDS PARK, DIDCOT

CVI's & Measured Variations

No.	Brief Description	Budget Cost/Quote	%age	Valuation	Ridge Recommended	
					%age	Valuation
1	Statutory Authority - provisional sum adjustment; OMIT Works Package provisional sum	-£30,000.00	See EAI 2.1	£0.00	0%	£0.00
2	Statutory Authority - actual cost; ADD SSE quotation for new power supply dated 02.05.23 ADD Thames Water for new water supplies dated 03.05.23 ADD LBS attendances BUDGET	See EAI 2.3 See EAI 2.2 £5,000.00 <u>£5,000.00</u>	£5,000.00	50%	£2,500.00	0% £0.00
3	Lightning protection; Following the completion of a desktop study and site survey in accordance with the stage 3 requirements, it is recommended that a lightening protection scheme be provided to the new building. As GEC quotation 04.07.23 and as detailed on their drawing LP01. LBS attendances including access BWIC	£4,110.00 £300.00 Included <u>£4,410.00</u>	See EAI 4.1	£0.00	0%	£0.00
4	Value Engineering - Roof Tiling & Tile Hanging; As confirmed at the pre-start meeting, changing the roof tiles from slate to concrete was not feasible due to the additional loads and impact upon the structural design. The VE target saving of £8,000 could therefore not be achieved		See EAI 5.1	£0.00	0%	£0.00
5	Temporary Generator and Heating (11th - 21st December); Due to the delay in obtaining permanent power a temporary generator and heating will be required to undertake testing and but also to achieve the necessary ambient temperature to the finishes. This does not include additional costs for recommissioning M&E systems using the mains power. 1 week hire - Excl OH&P 2 week hire - Excl OH&P	£4,019.00 £1,734.00 <u>£5,753.00</u>	£5,753.00	70%	£4,027.10	60% £3,451.80
6	Additional Fees associated with the Thames Water adoptable works LBS solicitors fee (TBC) Thames Water inspection fee Thames Water project management fee	£3,500.00 £500.00 £500.00 <u>£4,500.00</u>	£4,500.00	22%	£1,000.80	22% £1,000.80
Totals To Main Summary				£15,253.00		£7,527.90
						£4,452.60

Materials Stored On/Off Site

Brief Description	Quantity	Rate	Valuation	Ridge		
				%age	Valuation	
Masonry						
Brick, blocks, mortar etc.	5	m2	£120.00	£600.00	100%	£600.00
Carpentry						
Fascia; 180mm wide	0	nr	£42.00	£0.00	0%	£0.00
Fascia; 500mm wide	0	nr	£31.00	£0.00	0%	£0.00
Soffits & Eaves; Plywood 2440 x 1220 x 12mm	15	nr	£45.00	£675.00	100%	£675.00
Metal straps & truss clips	0	nr	£5.31	£0.00	0%	£0.00
Timber - Various sizes	0	item	£500.00	£0.00	0%	£0.00
75mm insulation	0	m2	£26.97	£0.00	0%	£0.00
100mm insulation	0	m2	£34.81	£0.00	0%	£0.00
Windowboard, door stop, architrave, skirting etc	1	item	£755.00	£755.00	100%	£755.00
Screed						
Screed insulation 170mm thick to community hall	0	m2	£26.97	£0.00	0%	£0.00
Roof tiles						
Felt and batten	0	m2	£10.55	£0.00	0%	£0.00
Fibre cement slates 600x300	0	m2	£18.66	£0.00	0%	£0.00
Slate fixings	0	item	£489.00	£0.00	0%	£0.00
Eave support	0	item	£271.00	£0.00	0%	£0.00
Stainless steel Inskew	0	item	£1,753.00	£0.00	0%	£0.00
Soft Flooring						
Remaining vinyl for the community hall including entrance matting	1	item	£6,254.98	£6,254.98	100%	£6,254.98
Groundworks						
Aggregates stockpiled for external works	1	item	£1,750.00	£1,750.00	100%	£1,750.00
Curtain walling and External doors						
Glass panels	1	item	£10,500.00	£10,500.00	100%	£10,500.00
Mechanical						
Fan units & ductwork to Community Space	0	item	£5,500.00	£0.00	0%	£0.00
Sanitaryware	1	item	£6,150.00	£6,150.00	100%	£6,150.00
Carpentry						
Kitchen	1	item	£0.00	£0.00	0%	£0.00

Total To Main Summary

£26,684.98

£26,684.98

EDMONDS PARK, DIDCOT

Value Engineering - PROVISIONAL

Value Engineering Item			Ridge						
			Total		%age	=	Valuation	%age	Valuation
1	Mechanical	a) Change HDPE drainage to UPVC	-£900.00	x	90%	=	-£810.00	90%	-£810.00
		b) Change all pumps to single head	-£1,364.00	x	80%	=	-£1,091.20	80%	-£1,091.20
		c) Omit BMS installation, allow for plant to run from local controls	-£18,000.00	x	75%	=	-£13,500.00	75%	-£13,500.00
		d) Omit pressurisation unit, leave quick fill loop	-£1,750.00	x	85%	=	-£1,487.50	85%	-£1,487.50
		e) Swapping Radiators to UFH	-£3,700.00	x	95%	=	-£3,515.00	95%	-£3,515.00
2	Electrical	a) Reduce hand dryer spec	-£1,200.00	x	0%	=	£0.00	0%	£0.00
		b) Alternative lighting specification	-£850.00	x	90%	=	-£765.00	90%	-£765.00
		c) Reduce CCTV; Reduction in cameras	-£500.00	x	75%	=	-£375.00	75%	-£375.00
		d) Access Control; allowed for standalone to 2nr doors	-£1,000.00	x	5%	=	-£50.00	5%	-£50.00
		e) M&E design review & BREEAM check associated with VE	£3,000.00	x	90%	=	£2,700.00	90%	£2,700.00
3	Soft Flooring	a) Standard backing altrowood instead of Altrowood comfort	-£1,068.00	x	70%	=	-£747.60	70%	-£747.60
		b) Altro Walkway instead of Altro Stronghold	-£420.00	x	70%	=	-£294.00	70%	-£294.00
4	FF&E	a) Omit Lockers	-£5,465.00	x	100%	=	-£5,465.00	100%	-£5,465.00
5	Doors	a) Alternative door specification; primed and decorated on site	-£1,488.00	x	100%	=	-£1,488.00	100%	-£1,488.00
		b) Changing the vision panels to a 200x1450mm in lieu of 750 x 200 + 500 x 200	-£432.00	x	100%	=	-£432.00	100%	-£432.00
6	Roof Tiling & Tile Hanging	a) Change to concrete tile (subject to Struct. Engineer reviewing additional loading) SEE VARIATION 4	-£8,000.00	x	100%	=	-£8,000.00	100%	-£8,000.00
7	Plastering	a) Omit plastering Add paint grade block for main hall only	-£2,000.00	x	100%	=	-£2,000.00	100%	-£2,000.00
Totals To Main Summary			-£45,137.00			=	-£37,320.30		-£37,320.30

The Public Sector Deposit Fund

Fund fact sheet – 31 December 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.

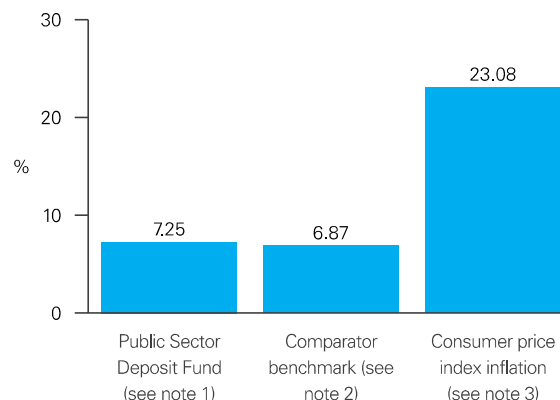
Top 10 counterparty exposures (%)

9.78%	HM Treasury
9.78%	Nationwide Building Society
9.78%	Yorkshire Building Society
9.29%	Landesbank Baden-Wuerttemberg
7.34%	National Bank of Canada
4.30%	DBS Bank Limited
3.91%	Mizuho Bank
3.91%	MUFG Bank
3.91%	SMBC Bank International plc
3.91%	Lloyds Bank Corporate Markets plc

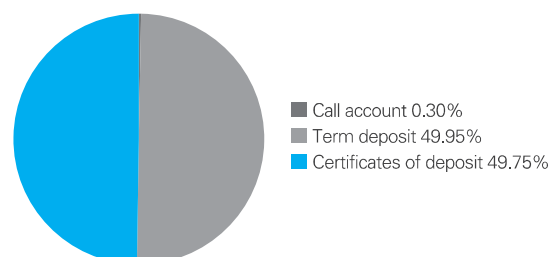
Share class 4 yield as at 31 December 2023

5.29%

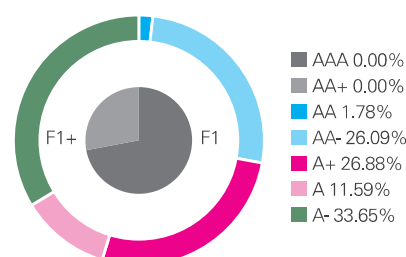
5 years performance



Asset type (%)



Credit rating (%) see note 4



Top 10 country exposures (%)

36.97%	UK
15.61%	Japan
9.99%	Canada
9.36%	Singapore
8.92%	Germany
6.12%	France
3.40%	Finland
2.76%	Netherlands
1.78%	Belgium
1.78%	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.

Income

Average yield over the month	5.27%
Yield at the month-end shown	5.29%

Total return performance by year

12 months to 31 December	2019	2020	2021	2022	2023
The Public Sector Deposit Fund	+0.75%	+0.31%	+0.04%	+1.31%	+4.71%
Comparator benchmark	+0.58%	+0.04%	+0.05%	+1.40%	+4.69%
Relative (difference)	+0.17%	+0.27%	-0.01%	-0.09%	+0.02%

Annualised total return performance

Performance to 31 December	1 year	3 years	5 years
The Public Sector Deposit Fund	+4.71%	+2.00%	+1.41%
Comparator benchmark	+4.69%	+2.03%	+1.34%
Relative (difference)	+0.02%	-0.03%	+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

Market update

Newly released data from the Office for National Statistics (ONS) found that the UK economy shrank slightly in the third quarter of 2023. Modest increases in industrial production and construction during the three months from July to September had been offset by a slowdown in the larger services sector. Business investment and household expenditure were also lower than in the previous quarter. The overall effect was a contraction of 0.1% in gross domestic product (GDP), a slight downgrade from the previous estimate of zero growth for the quarter. The ONS revised downwards its assessment of the three months from March to June 2023, from 0.2% to zero growth.

UK annual headline CPI growth fell relatively sharply. The headline rate for November was 3.9%, down from 4.6% in October. Core inflation slowed from an annualised rate of 5.7%, to 5.1% in November. This was the second consecutive month of marked declines in UK inflation: as recently as September, headline CPI stood at 6.7% and core CPI at 6.1%.

The major central banks once again held interest rates steady at the highs reached earlier this year of 5.00-5.25% in the US, 5.25% in the case of the Bank of England, and 4.00% for the eurozone's ECB. The Bank of England was at pains to avoid speculation about the timing and pace of rate reductions, though this did not prevent markets from pricing in easier monetary policy conditions well before the end of 2024.

Key facts

Authorised corporate director	CCLA Investment Management Limited
Fund size	£1,121m
Fitch money-market fund rating	AAAmf
Weighted average maturity	46.68 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)

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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.

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Risk warning and disclosures

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CCTV Half Yearly Report

Didcot, Henley, Thame and Wallingford

1 April 2023 to 30 September 2023

PURPOSE OF REPORT

This report provides information on how the district council's CCTV cameras¹ contribute towards deterring crime, reducing the fear of crime, increasing crime detection, and protecting vulnerable people in the district.

The report is produced using information provided by the CCTV monitoring suite based in Abingdon. It is based on information drawn from the record of occurrences. A record of occurrence is completed by the operator on duty each time a CCTV camera is used proactively to monitor a specific incident.

The report covers the four towns that have had CCTV installed: Didcot (nine cameras), Henley-on-Thames (20 cameras), Thame (15 cameras) and Wallingford (13 cameras). Reports are provided on a half yearly basis to each town council and other stakeholders to share information and help publicise the positive outcomes of CCTV to residents and businesses.

DATA SUMMARY

In South Oxfordshire, CCTV operators **supported 305 incidents** during the first half of 2023-2024.

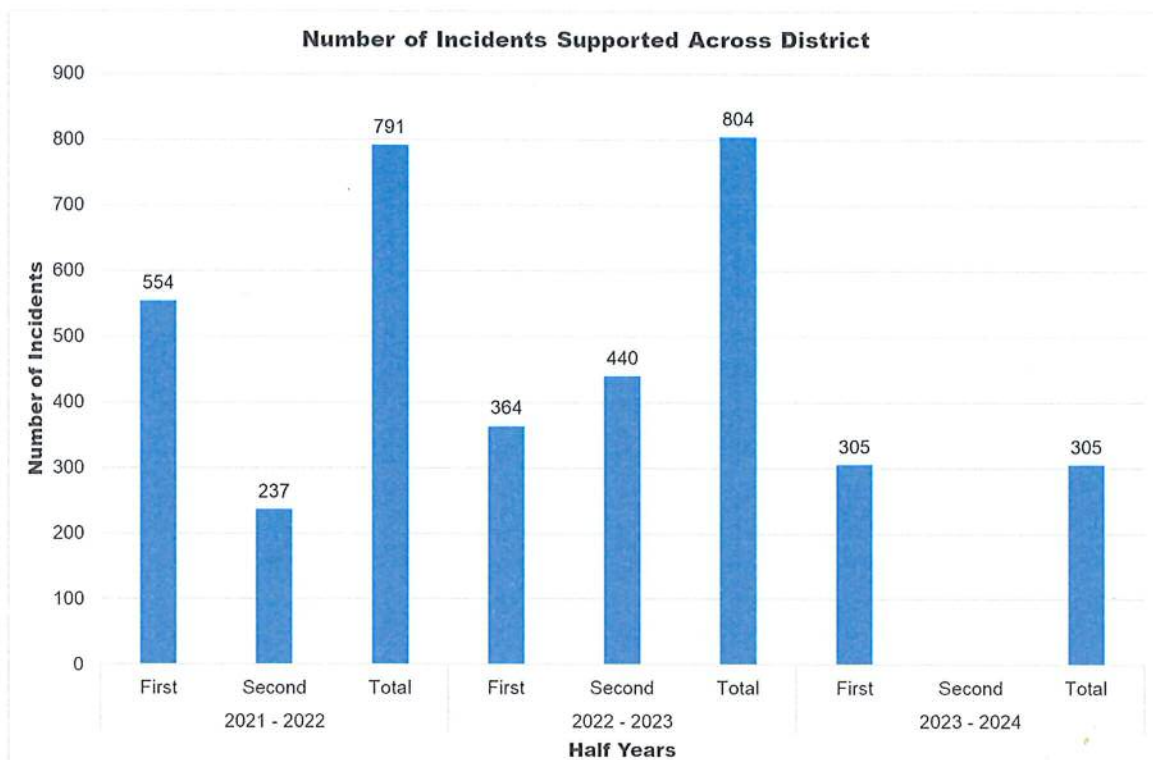
The operators **also produced 85 evidence packs** for court proceedings and **supported 35 arrests**.

The table below displays the most common type of incident monitored for each town during the first half of 2023-2024, where CCTV was involved at some stage:

MOST COMMONLY MONITORED INCIDENTS			
Didcot	Henley	Thame	Wallingford
Missing persons (20)	Fear for welfare (11)	Missing persons (24)	Missing person (10)
Assault (9)	Drunkenness (9)	Domestic abuse (4)	Fighting/affray (9)
Fear for welfare (6)	Missing persons (8)	Drunk-in-charge (4)	Fear for welfare (7)

¹ The report covers the district council cameras plus three which Henley Town Council installed in Mill Meadows as these are managed under the same scheme.

The chart below compares this half yearly total with previous half years:



As you can see from the graph, the number of monitored incidents is similar to the same period in the previous year. However, it is important to note that during the first half of 2023-24, the CCTV service was carrying a full time CCTV operator vacancy which will have had some impact on the team's availability to monitor the cameras. We have now appointed somebody to this vacancy and expect them to start shortly, once they have passed the police vetting process.

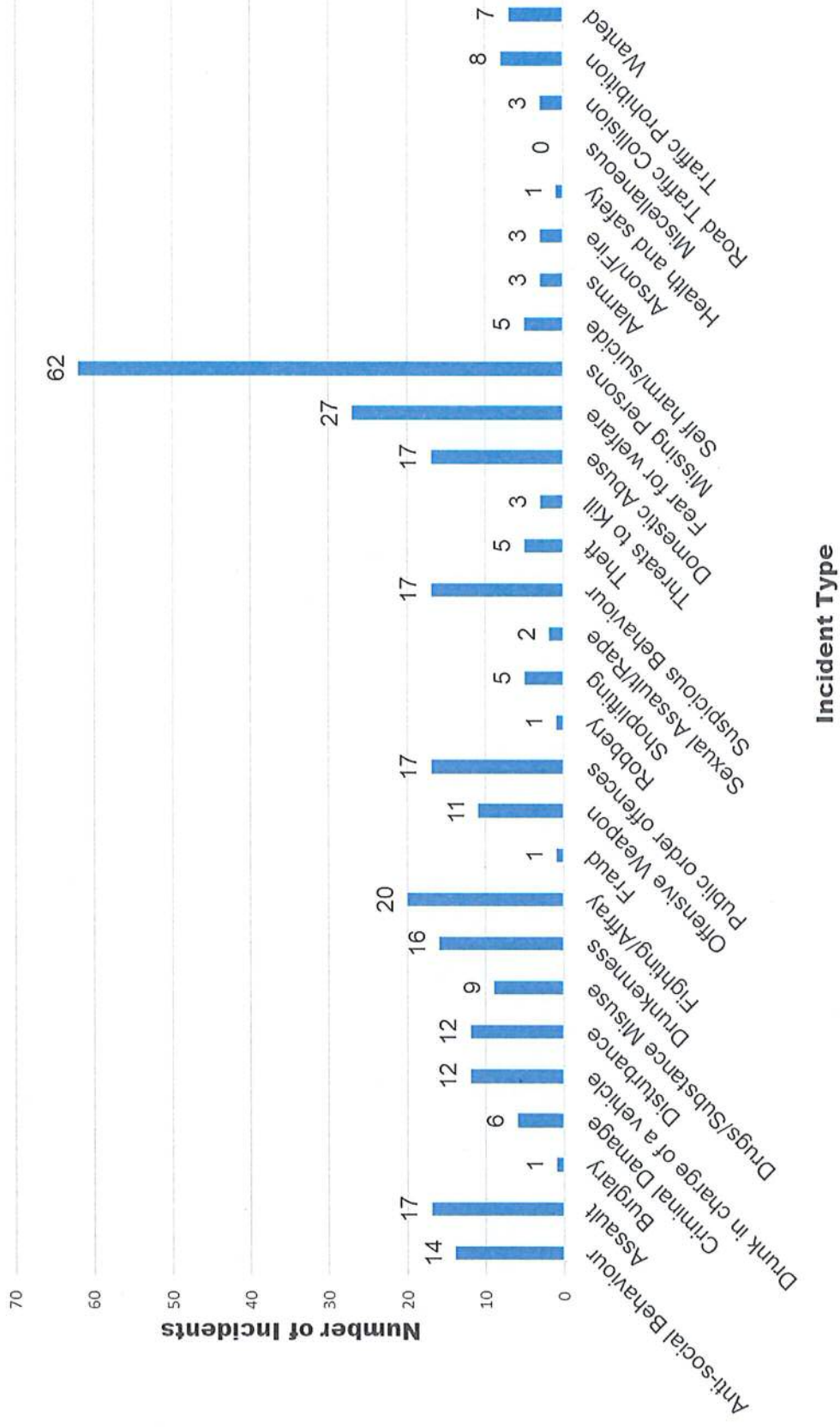
For a further breakdown of monitored incidents by town please see the table below:

	2021-22			2022-23			2023-24		
	First	Second	Total	First	Second	Total	First	Second	Total
Didcot	156	148	304	126	146	272	87		87
Henley	218	89	307	69	113	182	82		82
Thame	87	58	145	76	87	163	63		63
Wallingford	93	49	142	93	94	187	73		73
Total	554	344	898	364	440	804	305		305

TYPE AND NUMBER OF INCIDENTS

The chart on page three shows the amount and type of incidents the CCTV operators monitored and supported across all four towns from 1 April to 30 September 2023.

Incidents by Type - 1 April 2023 - 30 September 2023

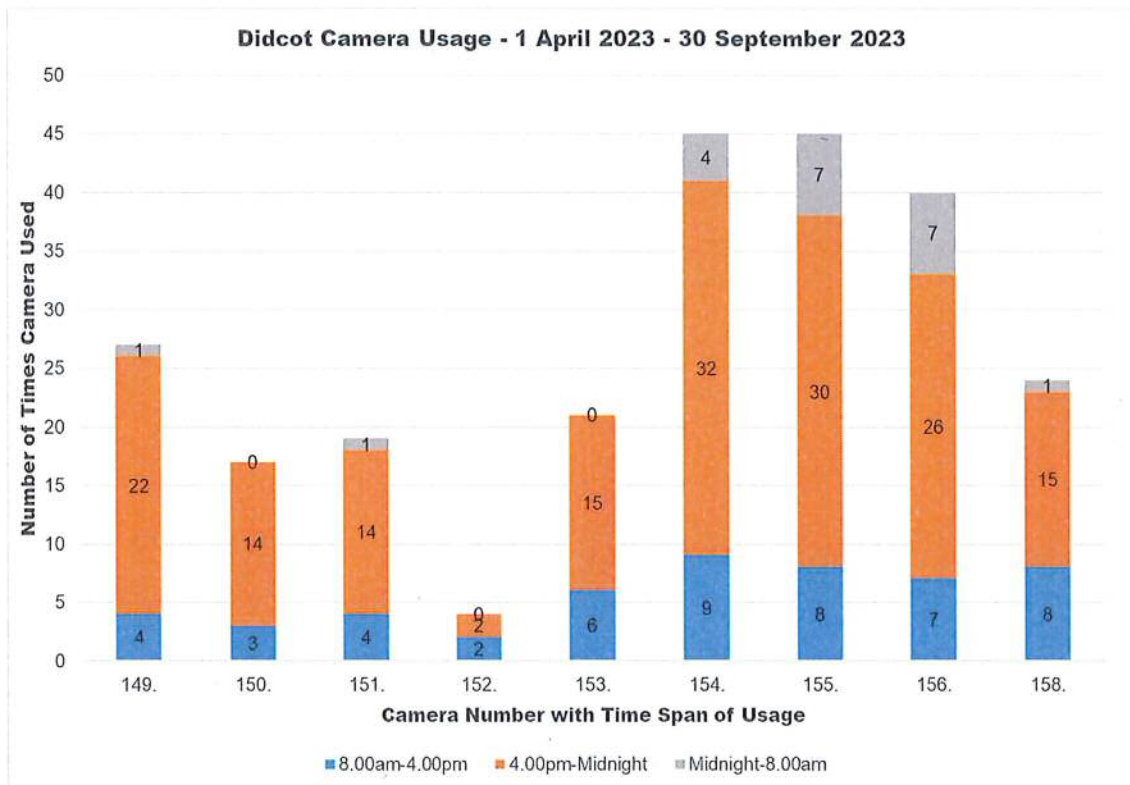


CAMERA USAGE

The following charts show camera usage for each town. These indicate the number of times that individual cameras were deployed in recorded, monitored events.

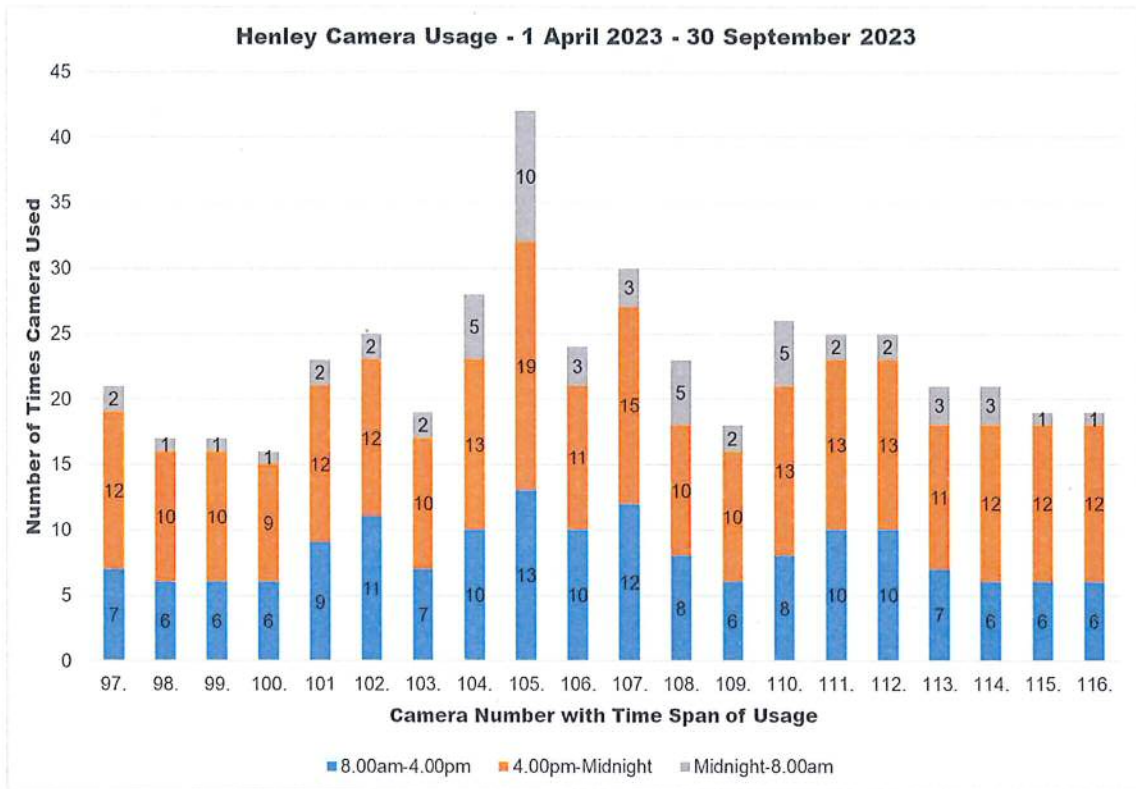
The number of times that each camera was used has been divided into three sections, covering a 24-hour period.

It is worth noting that for the period midnight to 8am, most of the camera usage occurred between midnight and 4am.

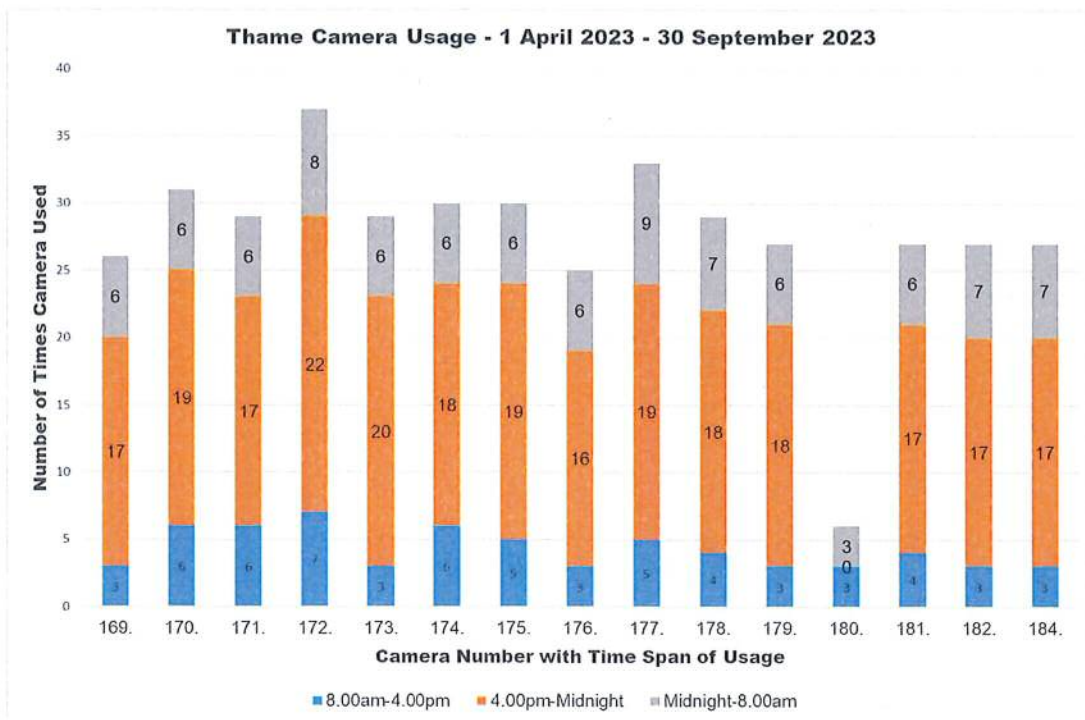


Camera 154 (which monitors the junction of Station Road and the Orchard centre) and camera 155 (often used to monitor night-time economy) recorded the highest usage.

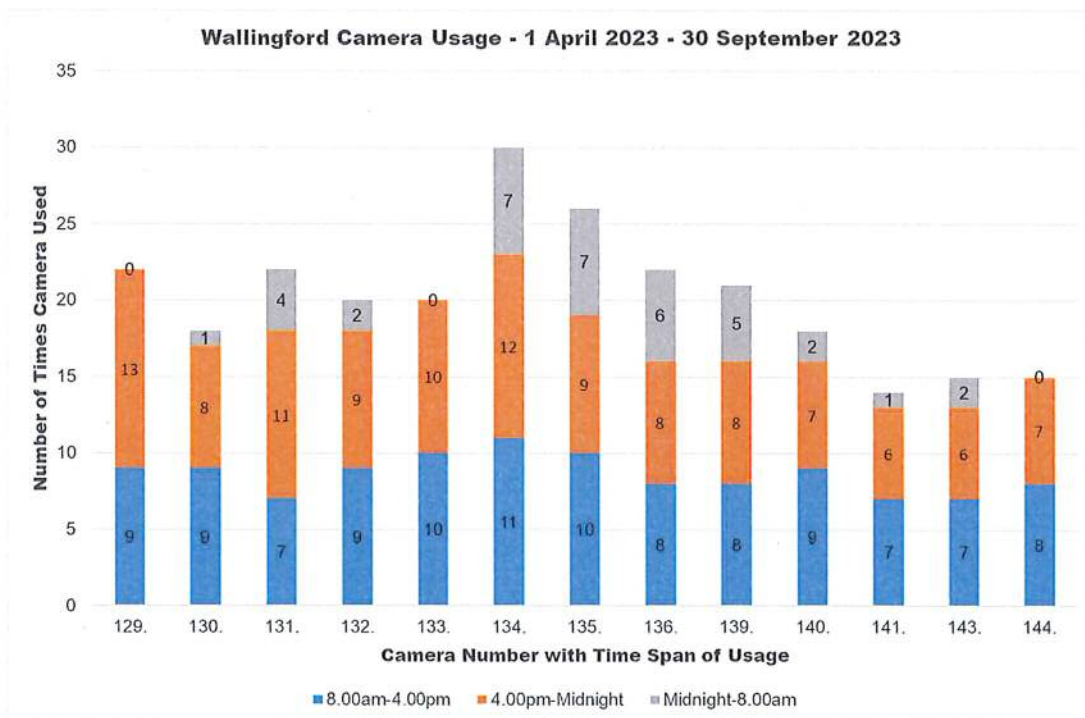
Some of the cameras were out of use for a period over the summer as they were damaged beyond repair following a severe storm and needed replacing (this has since been completed).



Camera 105 is situated in the town centre at the traffic lights serving the Duke St. – Hart St. – Bell St. junction and had the greatest number of occurrences attached to it; it is used for monitoring both daytime activity and the night-time economy.



In Thame, camera 172 on the High Street was used for the most occurrences; it covers the Town Hall, several bus stops as well as the lower part of the High Street. Camera 177, which is used to monitor the weekly market and the night-time economy, saw the second highest use.

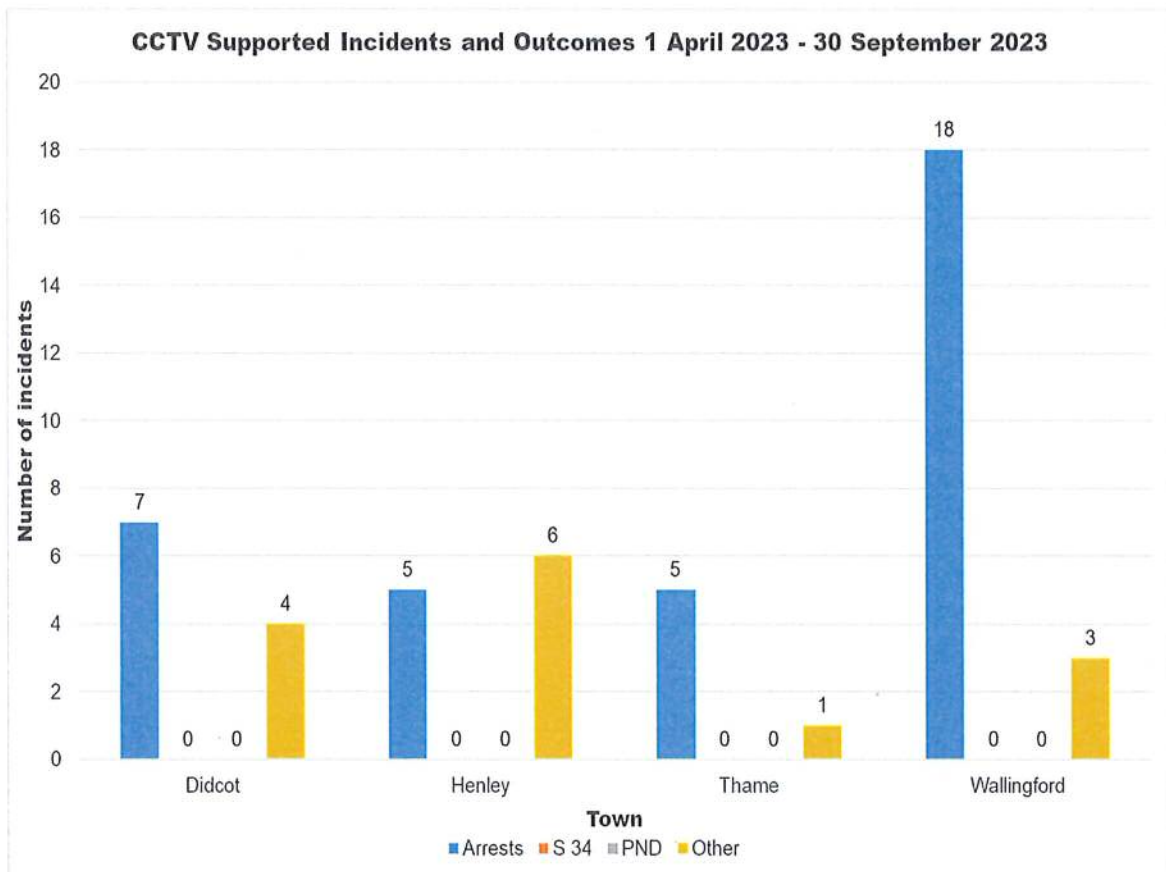


Camera 134, which supports both night-time and daytime monitoring in Wallingford, was used most often.

ARRESTS, SECTION 34S, AND OTHER OUTCOMES

The chart below shows the outcomes the CCTV operators supported while involved in monitoring an incident. The police use their discretion on how an incident is resolved based on experience, the gravity of the offence, the resources that are available to them at that time and so on. While we cannot always be certain whether CCTV was solely instrumental in an arrest or the serving of a Section 34² or a Penalty Notice for Disorder³ (PND), we do know the cameras alert police to incidents they may not have known about. CCTV also gives the police the ability to assess and allocate resources and prioritise in real time e.g. should the situation allow, leaving CCTV to monitor incidents or offenders while officers attend other incidents.

Actions on the chart designated 'other' usually mean that the police either gave verbal advice or a warning or a non-recordable sanction (e.g. returning and paying for low value items that had been stolen from a store).

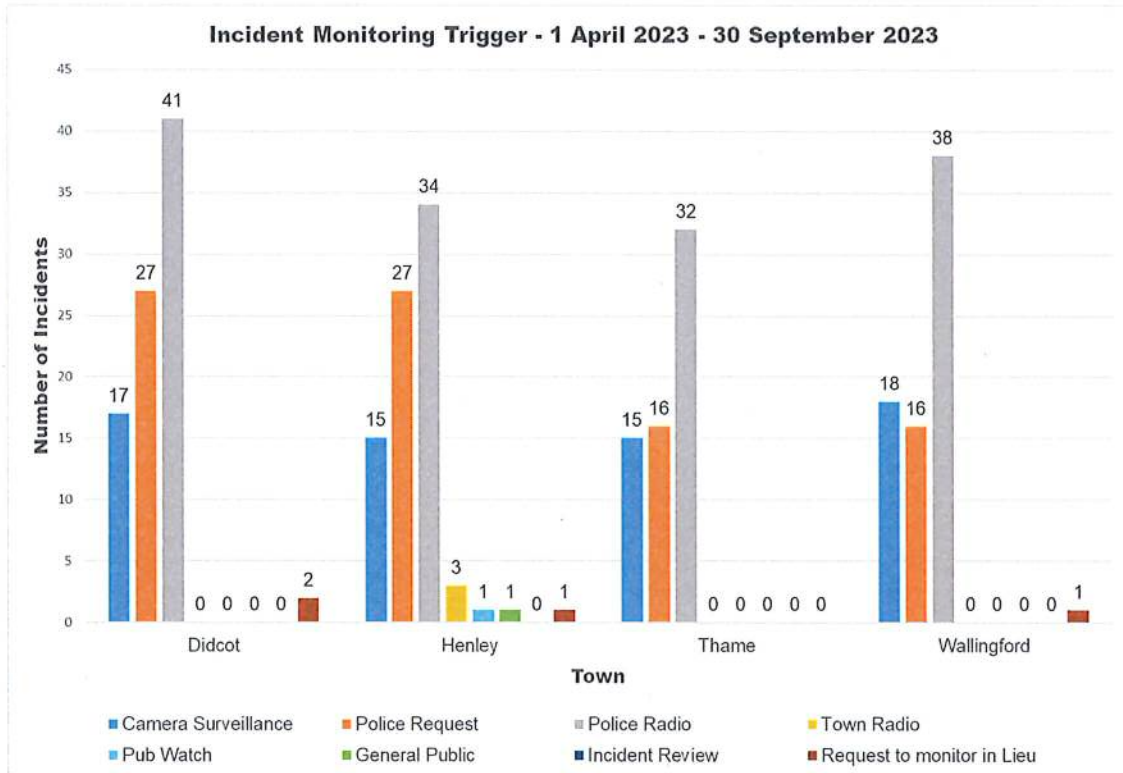


² A Section 34 allows the police to move someone from a specified area for a period of up to 48 hours if they believe the person poses a risk of anti-social related disorder.

³ A PND is an 'on the spot' fine.

HOW CCTV MONITORING WAS INITIATED

The chart below shows how many of the incidents monitored were as a result of the following: a direct request from the police (police requests); the CCTV operator hearing about an incident on a police radio (police radio); the operator proactively patrolling the cameras (camera surveillance); request from officers to review footage at the time of an incident e.g. to clarify details of a reported incident while they are on scene (incident review). Only Henley has a town radio scheme.



REVIEWS AND EVIDENCE PACKS

When not tasked by police, the operators patrol all the cameras and focus on 'hotspot' areas. All cameras are recording 24 hours a day, seven days a week and are set in 'default' positions where they remain whilst not being actively moved by an operator. These positions are agreed with the police as covering those areas that are most likely to experience community safety issues.

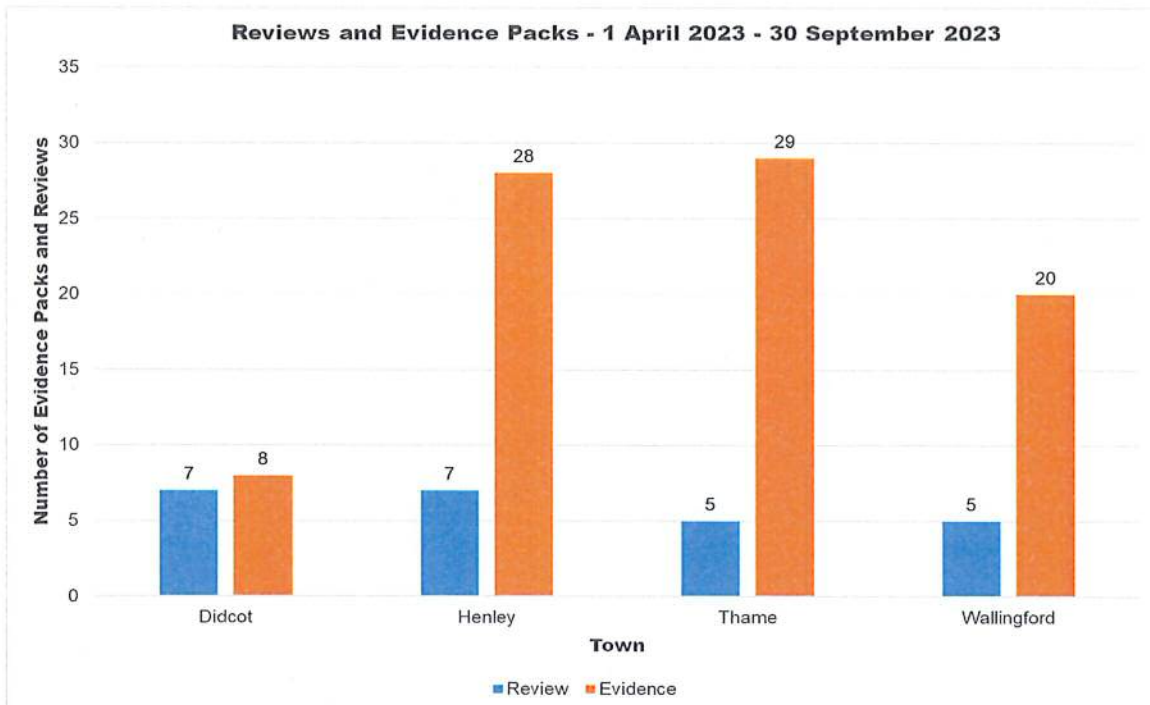
CCTV operators and the CCTV supervisor also respond to requests from members of the public and third parties under data protection legislation and subject access requests (SARs). The most common request is to examine car park or road cameras for evidence of 'non-stop road traffic collisions' in which the complainant's car has been damaged. Altogether we received 31 such requests during this half of the year. In eight of these cases, we were able to supply footage of specific incidents, caught on camera. Several others were passed to the police and footage provided as evidence. We also received six requests from town and district council departments regarding incidents.

The chart below shows the number of evidence packs the CCTV operators put together and the number of evidence reviews they undertook following receipt of a formal written request.

Evidence reviews are checks through recorded material. The evidence packs are the recordings and statements which the CCTV operators produce for police, solicitors and the Crown Prosecution Service.

Activity that monitors past footage but does not result in an evidence pack being produced is termed a 'review.' This may be, for example, that the footage does not show an event clearly enough to warrant making a permanent DVD copy for evidential use.

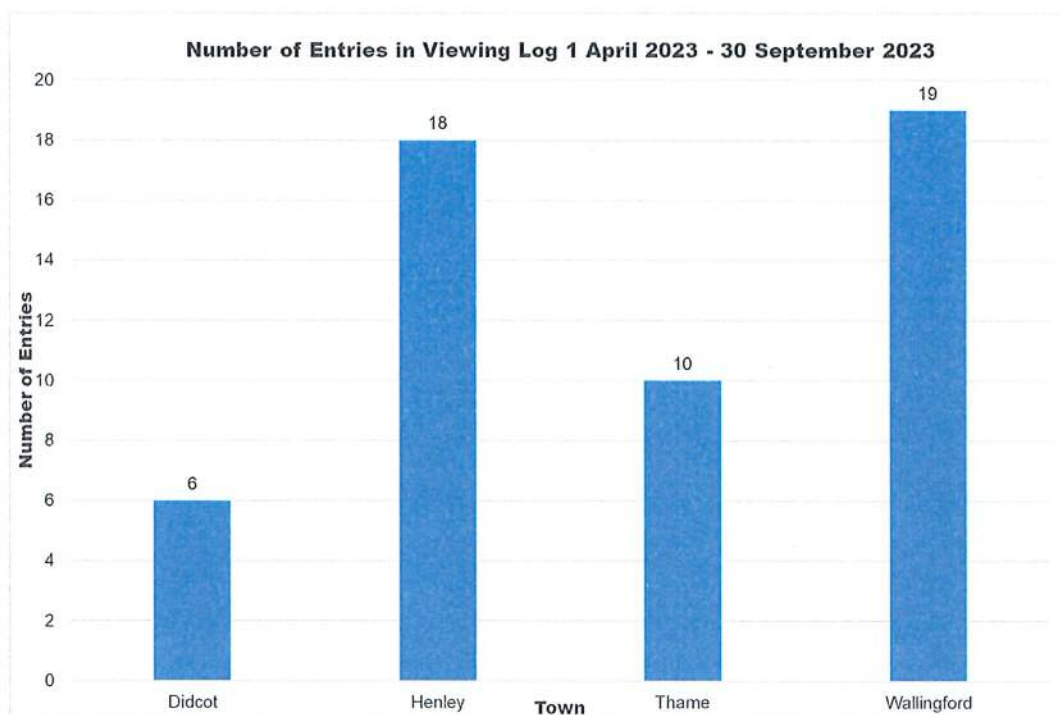
One of the greatest advantages of CCTV footage is in obtaining a guilty plea at the early interview stage. For many offences, this early admission is due to the offence being captured clearly on camera and saves the expense of full trial at either magistrates or crown court.



VIEWING LOG

We also allow police to attend the control room to review footage with an operator. The chart at the top of page 10 reflects the number of times this occurred between 1 April 2023 and 30 September 2023 across the four towns.

Please note that the viewing of footage may or may not be followed by a formal written request for footage.



CASE STUDIES

The following are examples of incidents dealt with by CCTV operators during the first half of 2023–24. They aim to demonstrate how our CCTV service helps to tackle crime and anti-social behaviour and keep people safe.

Didcot

Whilst on shift, our operator monitored what they believed to be a drug deal between two individuals. They quickly passed the information to the police and continued to monitor the situation, directing officers to the scene where they made an arrest.

The police had informed the CCTV control room about a missing person in the Didcot area. Using the description, they were given, our operator on duty conducted a search of the town. A short while later they found the person on the Broadway and updated the police. Officers were dispatched and the missing person was safeguarded.

The CCTV team had observed a group of people causing damage to street furniture and plants in the town centre. They obtained quality footage of the damage and the offenders, whilst also reviewing previous camera footage to check for other offences. This information was relayed to police officers who attended and dealt with those involved accordingly.

Henley

Our CCTV operator heard a report of a vehicle failing to stop for police officers in Wallingford. Using their knowledge of the local area, our operator was able to locate the vehicle in Henley.

The car was seen being driven the wrong way down several streets and mounting the pavement. Our operator passed this information to the police who stopped the car just outside Henley; the driver was arrested for drink and drug offences.

Whilst carrying out monitoring, our operator became concerned for the welfare of a woman in the town. They passed their concerns to the police, but the individuals involved had since left in a vehicle. The operator captured images of the car's registration and officers were subsequently able to contact those involved to ensure the woman's safety.

A report came in of a man acting erratically in the town centre. Our operator conducted a search based on the location where he was last seen. They managed to locate him on the river-facing side of Henley Bridge and in some distress. Having reported this to the police, officers quickly arrived on scene and were able to bring him to a place of safety.

Thame

Our operator observed two young people setting items on fire and putting them into a bin. They also recognised their descriptions as two current missing people. The operator passed the information to police, who attended and safeguarded the children. The area was also checked to ensure there was no fire risk.

During an afternoon shift, a report of a suspicious person was passed to our control room by the police. Hearing the circumstances and the partial description, our operator conducted an area search and located a prolific pickpocket thief. They informed the police and observed this person approaching numerous people before leaving in a taxi. The man was later arrested and charged with multiple offences.

Wallingford

Whilst on duty one night, our operator observed a large disorder break out in the town. They monitored the fighting whilst relaying descriptions of the main offenders to the police and continued to track the offenders as police arrived on scene. Four arrests were made.

An operator on shift observed an individual acting suspiciously and approaching vulnerable people, purporting to be from a charity. The operator was concerned as this is a technique known to be used by individuals to defraud primarily older people. They made the police control aware, and officers were dispatched. Upon hearing the sirens, the individual ran off and left the area. A search was completed, and intelligence was submitted.

Date of report: October 2023

Author: James Bell

Contact details: tel. 01865 309417, email james.bell@southandvale.gov.uk

Finance & General Purposes Committee

Deferred from full Council on 8th January 2024

22nd January 2024



Report author: Janet Wheeler

To consider whether to appoint a consultant to overview the North Brook Community Centre

The new building

Didcot Town Council has agreed to take over the freehold ownership of the new community centre due to be built in Ladygrove North development. The building will be in Stephenson Way and will be named North Brook Community Centre (to distinguish it from the Willowbrook Leisure Centre also owned by DTC). The developer is Croudace Homes.

The current situation

The previous Property & Facilities Manager worked closely with the developer on this building to agree a detailed specification. We were expecting to see this building completed around the same time as our own Community building at Edmonds Park. A recent meeting with Croudace Homes has confirmed that they are now expecting to complete the building in April 2025 – we do not know why this has slipped back such a long time.

At this meeting – which was a handover from the land agent that we had been working with – the Estate Officer and myself felt that there was a distinct lack of effort on their part to work with us. There has been no communication or up-dates since this meeting and nothing sent over on items we have requested.

Appointment of a consultant

It is the view of the Officers to ask the elected members whether they would wish to appoint a consultant to overview the build over the next fourteen months. Such an appointment would not be cheap and may cost around £25,000 however it may pay dividends later on when we are snagging the building prior to handover and during the first twelve months of ownership.

Item 12 Possible appointment of a consultant to overview North Brook Building

There is no budget allocated but we are expecting just under £50,000 from Croudace Homes as the commuted sum due to be paid to DTC in April 2024. If members wished to use part of this sum to employ a consultant – we would need to replenish the £50,000 to allow for enough funding to equip the new centre from April 2025. This could be done in next year's budget.

Risk Implications

Having seen the excellent work carried out on the new building at Edmonds Park – the Officers are confident that our building will be built to a high standard. It will be less easy for a consultant to monitor North Brook as there is no contractual obligation for the developer to deviate from the agreed brief. However our view is that the presence of a professional would be beneficial in the long run and especially once the building is nearing completion.

A professional would also give us a chance to install essential infrastructure during the build such as internet cables and other facilities. This would be more problematic and possibly more expensive once the building is completed.

There are also further risks that either cannot be fully predicted or lie outside the control of the Council.

If Council are minded for us to appoint a consultant, we would circulate a brief on Contracts Finder with a view to asking F&GP and P&F Committees to approve the appointment.

Janet Wheeler
Town Clerk

Finance & General Purposes Committee

22nd January 2024

Report author: Janet Wheeler



To consider having three grants meetings a year

Background

Didcot Town Council currently holds a meeting of the F&GP Committee once a month. The opportunity to receive and discuss grants applications are also once a month. On occasions the grants may be delayed for a month – usually when looking at the annual return in June and the approving the budget to present to full Council in December.

Three grant meetings each civic year

Didcot Town Council has a grant cost centre of £45,000 per year. In 24-25 it will rise to £47,000 for the year.

Cllr T Worgan - Chair of the F&GP Committee suggests that it may be better to have three main meetings where the grants are considered rather than at every monthly meeting. The advantage is that more time can be given to receive presentations and to ask questions. This would in turn allow more time in meetings where grants are not being considered to concentrate on the finances and other items that come to this Committee.

Other Councils manage their grants with just a two or three meetings a year. Some Councils manage their grants in two tranches – larger applications over £5,000 and smaller applications under £5,000.

Recommendation

The Chair initially proposes that three grant meetings of the F&GP Committee should be held in May; September and January. The F&GP agenda will not have any other items other than urgent items which are time sensitive.

Legal and risk Implications

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

Agenda item 13 – Three grants meetings a year

- 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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Finance & General Purposes Committee

22nd January 2024

Report author: Janet Wheeler



To consider the proposal to allow £500 for staff meetings and training sessions

Background

The Town Clerk holds around four staff meetings a year where the office staff and outside team can come together. Due to the different hours that staff work it is difficult to ensure that everyone can attend every meeting – but we do our best to make sure that as many staff attend as possible.

We also have a couple of meetings which are more social. At Christmas we meet just before the festive break and cook a full English breakfast which is very popular. At other meetings there may be tea and cake or other suitable refreshments. It is relatively new for the outside team to join us for the staff meetings and the Town Clerk is keen that this should continue.

The Town Clerk has historically been paying for these refreshments in addition to providing four pints of milk for the office to have tea and coffee each week.

Proposal

The Leader and the Chair of the F&GP Committee propose allowing the sum of £500 per year to pay for refreshments and the Christmas breakfast. The sum to come out of the Staff training cost centre 101/1108.

Legal and risk Implications

- The Council is required to arrange for the proper administration of its financial affairs: this will include regular reporting.
- 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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Finance & General Purposes Committee

22nd January 2024

Report author: Janet Wheeler



To consider a policy to follow the National living wage for staff and external contracts

Introduction

The Government has announced that the National Living Wage (and minimum wage) will increase from April 2024.

The rate will go up from £10.42 per hour to £11.44 per hour.

The rate for 18 – 20 year olds will go up by £1.11 to £8.60 per hour.

The rate is extended to apply for the first time to those aged 21 and over.

Employees aged 21 and 22 years will see an uplift of over 12%.

The effect of this is compressing the NJC Green Book pay scales. The recently agreed pay settlement has already relinquished SCP 1 and now starts at SCP 2 which is currently £11.62 per hour.

The rate for some DTC staff and casuals – after 23/24 pay award

Casuals under the age of 18 will now receive £11.82 per hour (from £10.82).

Casuals over the age of 18 will now receive £12.01 per hour (from £11.01).

Therefore all DTC staff are paid above the National Living Wage.

Outside contracts which require the appointment of working staff

Cllr Tony Worgan (Chair of F&GP Committee) proposes that DTC approves a policy where all future contracts will be required to pay their staff at least the National Living Wage. Typical contracts would be the cleaning contract which employs staff to work on our properties.

Recommendation

The F&GP Committee should discuss and decide whether they wish the Town Clerk to draft a contract for the next meeting of this Committee (and then for

Agenda item 15 – National Living wage policy for suppliers

recommending to full Council). The Committee need to agree in principle that they would want DTC to take this stance with future contracts.

Legal and risk Implications

Legally binding contracts will need to specify this requirement before being awarded. The HR consultant will be consulted for the policy wording and any contractual paperwork.

Janet Wheeler
Town Clerk

Rachael Warwick M.A. (Oxon) Chief Executive Officer

Friday 24th November 2023

Sent via email to: council@didcot.gov.uk

Dear Councillor Macdonald

Thank you to Didcot Town Council for the generous donation of £1920 in July, which has allowed All Saints Primary School to purchase a class set of keyboards and headphones. This has provided an incredible opportunity for all learners to have access to a high-quality music curriculum and all learners will have the opportunity to learn a musical instrument. Looking to the future, more of our students will be able to consider GCSE, A-level, FE or University Music as an option and students have a life-long skill and passion that they can share with the next generation.

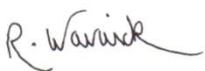
We have a new exciting music curriculum which is currently being rolled out to two year 3 classes this academic year and this is due to follow through into other year groups soon. The Sing Up curriculum offers a high-quality music curriculum which is rich in musical progression and offers a wide variety of musical experiences for students to develop skills and musical knowledge and musicianship. This will utilise the recently purchased keyboards in the KS2 Classes to support the curriculum learning through performing and composing. This is an exciting new opportunity for all learners to be able to learn a musical instrument at a young age and develop a love of music making. Through the Sing Up curriculum, students will also be able to sing regularly, increasing confidence and learning about their own vocal development and technique, alongside learning keyboard technique and how sound is organised in a wide variety of styles.

Musical progress in year 3

Students have improved their keyboard skill by learning about Pitch, Texture, learning the notes of the keyboard, how to warm up, playing simple melodies, composing their own melodies and accompaniments in a variety of styles from traditional songs, folk songs thus far. They are focussing on developing excellent keyboard technique using the 5-finger position and improving fluency of their motor skills to control the sound. Students have also developed musicianship skills by following musical cues in a performance using a musical structure, improving awareness of timing and pulse by performing along to a backing, using voices and keyboards, and finally developing a love of music making.

With thanks again for your generosity.

Yours sincerely



Rachael Warwick
CEO, Ridgeway Education Trust



Didcot Christmas Lunch

Here is a short report about how the day went:-

The Christmas Day lunch for people on their own was once again a success and much appreciated by all the attendees and those who received dinner deliveries. This year was the most challenging yet as I had changed venues due to location and also the husband/wife chef couple who had cooked for the past three years were not able to this year due to family commitments. I was let down a couple of times by chefs who said they could assist but fortunately a couple of weeks before the event the Operations Manager of the Baptist Church who is a very competent cook and had the necessary food hygiene certificates stepped in to save the day, her husband and an experienced chef who does not currently work as a chef assisted her

There were 70 dinners in total including those for the volunteers and two takeaway meals given to attendees with loved ones at home. Getting 28 attendees to and from the venue and then 30 dinners and hampers delivered all over Didcot to those who could not attend due to mobility or anxiety issues and within a 45 minute timeslot was a bit of a nightmare but it all worked out in the end. As always there were a few changes up until the day before as some of the attendees were not well and felt they could not come out so I was constantly changing arrangements from lifts for them to the venue to dinner deliveries at a different time.

After dinner we watched the King's speech then had a raffle with prizes before they all left at around 4pm with a hamper each

Needless to say they had an amazing day and were all very happy

Once again I had an amazing team of volunteers including the chefs, helpers in the room and volunteer drivers for pick-ups/drop-offs and dinner deliveries

It was a long and hard day and took many weeks to organise but it was worth it

My thanks to everyone for their kind donations

I attach a few photos of the day but more can be found on my Facebook page

Thank you again to Didcot Town Council for their kind donation – if it was not for DTC this event would not be able to take place.

Anna





Home-Start Southern Oxfordshire
197 Broadway
Didcot
Oxfordshire
OX11 8RU
admin@homestartso.org
www.homestart-southernoxfordshire.org.uk
01235 511152



~~XXXXXX~~
Town Clerk
Didcot Town Council
Britwell Road, Didcot
OX11 7HN

6th December 2023

Dear ~~Feresa~~,

Didcot Town Council Grant Aid Award 2023

I am writing as requested with an update for the Town Council following the grant of £7,000 awarded to Home-Start Southern Oxfordshire.

Thanks to this funding from May 2023, we have been able to continue supporting families in Didcot who have young children and are struggling.

We have since been able to recruit and train five more volunteers. Four of the volunteers have become home-visiting volunteers and one is now volunteering in our referral-only Home-Start Parenting Group on Wednesdays (this volunteer was a previously supported family so can bring lots of lived experience to the role!)

We have received 18 referrals in from Didcot residents since May and have accepted 12. They have been supported with weekly home-visiting volunteers and at our Home-Start Parenting Group.

Both of our parent and child groups have been busy. At our First Babies Group 100% of parents felt their child enjoyed the group and 71% of parents felt more prepared in meeting their child's social and development needs. We've received great feedback such as:

"I love the group, it's been an absolute lifesaver. Without it I would be in a much worse place. I've made many friends, thank you so much for running it."

We are very grateful for the Town Council's continued support of our charity as without help from our local council we wouldn't be able to continue supporting all the families that need it most in Didcot. In these times where it's becoming harder to fundraise, we especially feel that having the backing and support from our local council really shows other potential supporters that our work is valued.

Thank you once again and please pass on our thanks to all the councillors.

Yours sincerely,

FGKing

Faye Golding-King
Development Manager
Home-Start Southern Oxfordshire



Our First Babies Group volunteer, Helen, at our afternoon tea themed group, where we raised money for Breast Cancer Now.

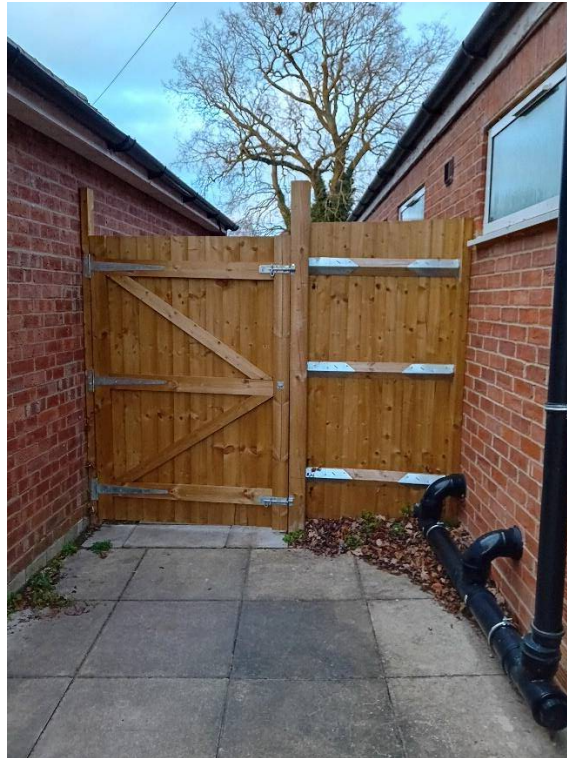


Our newly-trained volunteers after completing their 6-week preparation course!



Didcot Town Council Finance and General Purposes Committee

Grant Aid 24/04/23 £1884 towards Didcot Baptist Church Toddlers
Group Playhouse, Gate, and Fence



Background:

- The grant application was to fund a replacement life-expired fence and gate to secure the outdoor Toddlers' play area, to replace the play summerhouse, with the labour costs for both. The play area would then be secure and useable.
- Funds received from Didcot Town Council: £1,884.00.

- Invoices for items purchased for the playhouse, gate, and fencing, and for putting them together totalled:

Purchase of playhouse	580.00
Playhouse concrete base & other items	628.00
Gate & fence materials	229.52
Rails/Spindles purchase	60.30
Contractor - erect playhouse, gate, fence	570.00
Total	£2,067.82

The Toddlers group meets on Tuesdays, Wednesdays, and Thursdays; the work was completed in June, and the children were able to use the outdoor play area for the first time since before Covid.

Many thanks to the Council, for their part in making this happen.

FINANCE AND GENERAL PURPOSES COMMITTEE – PROGRESS REPORT

Agenda item 17

Meeting/minute	Item/topic	Up-date/status	Review date/meeting
Minute 31 – 22-06-20 Minute 140 – 25-1-21 Minute 33 – 21-06	CCTV cameras and the case for an extra camera	Agreed for two extra cameras but DTC may have to pay for one.	SODC progressing – minutes of last meeting on agenda
Various meetings	Status of Restore project and OSM's plans for the allotment site	Review of use of site	Suggest a meeting with the charity to understand their plans – invited to Jan meeting but no response.
Minute 81 – risk assessments	Specific risk assessments	Professional input requested on these sheets	Specific /targeted risk register – in progress when workload allows.
Minute 139 – reposition of CCTV camera	Costs, feasibility and potential funding to be explored	To be progressed	SODC progressing
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.	Agreed at full Council January – suggest remove from progress.
Wayleave agreements	Specialist surveyor recommended by SODC	Town Clerk to contact the company to represent us.	Agreements ready for signing – DTC gets just £300 for the overhead cables – need to clarify whether this is annual.
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.	Approved at full Council – January – suggest remove from progress
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	TBC
Minute 89 – AGAR end of year reserves query	Query on information on end of year reserves	Letter sent but no reply	Will ask again for a response – then contact Smaller Authorities Audit Appointments (SAAA) to complain.

FINANCE AND GENERAL PURPOSES COMMITTEE – PROGRESS REPORT

Agenda item 17

Minute 119 – splash park running costs	Report on the likely running costs of the splash park	Awaiting responses from the Contracts Finder portal	Responses to be opened on 1st Feb and to be included on Feb meeting.
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