

Notice of a meeting of the

Finance & General Purposes Committee

26th February 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 22nd January 2024 –*attached*.
4. Questions on the Minutes as to the progress of any item.
5. To receive a grant report from The Dukes – *see attached*.
6. To consider a deferred grant application from Thames Valley Play – *check that Martin can attend*.
7. To approve the final figures for December 2023 and January 2024 accounts – *see attached papers*
8. To receive the budget papers for 2023 – 2024 with some of February 2024 figures – *see attached papers*
9. To review the end of year forecast 2023 – 2024 – *see attached spread sheet*
10. To receive the Edmonds Park Community & Sports Pavilion – cost report 9 – and tracker of payments - *see attached papers*.
11. To note the CIL report for year ending March 2023 – *see attached report*.
12. To approve the extension to the CCTV contract – *see attached papers*.
13. To review the grass cutting tenders and consider whether a recommendation to full Council – *see report*.
14. To consider approval of the Service Level Agreement with Oxfordshire County Council and a recommendation to full Council – *see the Service Level Agreement papers*.
15. To consider the tender responses for the Splash Park at Edmonds Park and make a recommendation to full Council – *see attached papers including a management cost report*. Tenders to be emailed separately.
16. To approve the following payments to recommend to full Council to be written off – *see attached report*.
17. To discuss the Edfest event – *item requested by Cllr M Khan; see attached finances*.
18. To consider Expressions of interest for SODC's Community Infrastructure Levy Pilot Grant Fund – *see attached papers*.
19. To note the Council Tax leaflet 2024 - 2025 – *see attached*.
20. To consider a proposal to re-organise our cost centres – *see email from DCK*
21. To review the progress report – *see attached*.



Janet Wheeler
Town Clerk
20th February 2024

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

22nd January 2024 at 7.30pm

All Saints Room, Didcot Civic Hall



Minutes

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

Present:

Councillor T Worgan (Chair)
Councillor G Roberts (Deputy Chair)
Councillor N Hards
Councillor G Ryall
Councillor D Aragao
Councillor J Loder
Councillor J Broadbent

Officers:

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

A representative from Didcot Baby Monday attended the meeting.

127. Apologies

No apologies were tendered, all members were present.

128. Declarations of interests

No declarations were made.

129. To approve the Minutes of the Finance & General Purposes Committee meeting held on 18th December 2023

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

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

There were no questions.

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

Public Participation

Kathryn Goldsby-West spoke in support of Didcot Baby Monday's application of £2,700, to contribute to the cost of offering support to the new mums in Didcot and surrounding areas.

Baby Monday has been running for 9 years and is an open access peer support group for new families. Their aim is to help build support networks for families in Didcot and the surrounding areas and offer advice on breast feeding and sleeping patterns. In 2023 a 'Bump access' group was formed to offer advice and support to expectant mums. The groups are free to attend but donations are welcomed. With the closures of all local Children's Centres, it is hoped that Baby Monday would be able to offer paediatric first aid courses in the future.

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

Cllr N Hards noted that the application confirmed that 90% of attendees live in Didcot 'or surrounding villages'. Kathryn answered that as the sessions are drop ins, they are open to all, and no-one would be turned away.

Cllr G Ryall suggested approaching other local authorities for funding, such as Western Valley Parish Council.

Cllr J Broadbent noted the increase in requested funding from the previous application in 2022. Kathryn explained that this was due to rising costs, competition for funding, increase in room hire charges and increase in need. Didcot used to have three Children Centres, but all have now closed. The £2,700 would fully fund four months support. She also confirmed that Baby Monday is looking to register as a charity later this year, which could potentially open more funding opportunities.

Standing Orders were reinstated.

131. To consider two grant applications – Didcot Baby Monday and Thames Valley Play Association

The Committee considered the Didcot Baby Monday application first. It was proposed by Cllr N Hards, seconded by Cllr J Broadbent, and RESOLVED to award the full £2,700 to Didcot Baby Monday. All members agreed.

Kathryn thanked the Committee and left the meeting.

The Committee considered the application of £1,000 from Oxfordshire Play Association to contribute to the cost of delivering a Play and Activity Day in Didcot.

The Committee noted that the Town Council had previously supported this event but felt additional information on costs was needed before an informed decision was made.

It was proposed by Cllr G Ryall, seconded by Cllr J Broadbent, and RESOLVED to defer the application to either the February or March meeting, so that members could ask the applicant questions. All members agreed.

132. To approve the final figures for November 2023 accounts

The Chair paged through the figures.

Cllr N Hards was concerned about the amount of money outstanding on pages 6.42 and 6.43. The Town Clerk explained that most companies have long procedures to make payment and that these figures were correct as of 30th November 2023 – some payments would have been made by now. The Town Clerk further explained that should the Council decide to, some of the older, smaller amounts could be ‘written off’ but this would be a decision that would have to be made by full Council.

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

133. To receive the budget papers for 2023-2024 with most of December figures

The Committee noted the budget papers for 2023-2024. The Town Clerk informed members that a new column had been added to the budget which would show ‘projected’ figures for 23-24. Although this would give Cllrs an idea of where the finances were going to be before the end of the financial year, the Town Clerk explained that invoices do tend to be received throughout April so the figures would not be accurate.

Discussions were had regarding any surplus funds. Cllr T Worgan welcomed suggestions on what to do in this scenario and Cllr N Hards suggested going through the budget papers on a more in-depth basis at the next meeting. Cllr J Broadbent suggested more funds could be allocated to the Grant Aid budget due to the increase in hardship.

It was proposed by Cllr T Worgan and RESOLVED to receive the budget papers for 2023-2024 with most of December’s figures. All members agreed.

134. To receive the Edmonds Park Community & Sports Pavilion – cost report 8 – and an up-date on the project

The Committee noted the document from Ridge & Partners. The estimate of the construction costs is £2,198,074 and the overall project cost is £2,331,236. There is a contingency balance of £68,764 out of the total authorised expenditure of £2.4m.

Cllr TW asked about the completion date. The Town Clerk explained that the planned handover is scheduled for 16th February 2024.

A decision had been made to not install EV chargers at this time, due to the proposed location, but that the electrical contractor would store the units free of charge, for DTC until they are needed.

The Town Clerk explained that there has been issues raised by a local resident regarding the outside lighting of the building, shining into their property. A different

lighting scheme could potentially delay opening. This subject was due to be raised with Ridge and LIFE at the site progress meeting on 25th February 2024.

135. To note the investment fact sheet at the end of December 2023 from CCLA

The Committee noted the fact sheet. It confirmed that the interest rate was 5.29% as of 31st December 2023.

136. To note the CCTV newsletter for second half of 2023

The Committee noted the CCTV newsletter.

137. To approve a 36-month direct debit for Rabbits Van Hire for the outside team at a cost of £545 per month plus VAT

The Committee considered the request to approve the costs for a new vehicle for the outdoor team. It was proposed by Cllr T Worgan, seconded by Cllr J Broadbent, and RESOLVED to approve the 36-month direct debit for Rabbits Van Hire at £545 per month, plus VAT. All members agreed.

138. To consider the appointment of a consultant to overview the new North Brook Community Centre building (deferred from January full Council)

The Town Clerk confirmed that communication with developers on this project, have not been easy and the Council have not been receiving updates as promised. The Committee discussed options on how to open communication and whether to instruct a Solicitor to contact them on the Council's behalf.

It was proposed by Cllr J Broadbent, seconded by Cllr TW, and RESOLVED for the Town Clerk to write a letter to the developers, requesting a timescale of updates. Once the information was received, a decision on whether to appoint a consultant can be made. All members agreed.

139. To consider whether to have three grants meetings a year instead of every F&GP meeting

Members considered the report. Cllr G Ryall was broadly supportive of the proposal but suggested that the Committee had an ability to discuss urgent applications when needed.

It was proposed by Cllr T Worgan, seconded by Cllr G Roberts, and RESOLVED to RECOMMEND to full Council that Grant Aid applications are discussed three times a year, except for 'extreme and exceptional circumstances'. This would need to be advertised on all social media platforms. All members agreed.

140. To approve the sum of £500 to be allowed for staff meetings and Christmas functions

The Committee considered the report. It was proposed by Cllr G Ryall, seconded by Cllr N Hards, and RESOLVED to approve the sum of £500. This would come out of the 101/1108 Training and Conferences cost centre. All members agreed.

141. To discuss the possible cost of making the Real Living Wage (as defined by the Living Wage Foundation) policy for suppliers

The Committee discussed this proposal for future contracts. It was proposed by Cllr T Worgan, seconded by Cllr J Loder, and **RESOLVED** to **RECOMMEND** a Real Living Wage Policy to Full Council. All members agreed.

142. To note the grant reports from Ridgeway Educational Trust; Free Christmas lunch 2023; Home Start; Didcot Baptist Church Toddlers Group

The Committee noted the reports and asked that they are posted on the Town Council's website.

143. To review the progress report

The Committee reviewed the report. Work on the Risk Assessments and the Wayleave agreement are on-going. It was confirmed that there had been no response to DTC's AGAR enquiry.

144. 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.

145. To receive the minutes of the CCTV December meeting

The Committee received the minutes of the December CCTV meeting.

146. To up-date the Committee on the status of the agreement for Ladygrove East site

The Committee considered the update on the status of the agreement provided to them by the Town Clerk at the meeting. A Solicitor had been appointment and work on the agreements had started. Meetings had been arranged with SODC and the developer.

The meeting closed at 9.20pm.

Signed: _____(Chair)

Date: _____

The Dukes (Didcot Ukuleles) Report for Didcot Town Council

We would like to begin by saying a very big thank you for our grant of £1463.75. We used the money to buy a sound system. The purpose of having the sound system is so that we can be heard at gigs and so that the different ukulele parts, arranged by Karina, can be heard. We use the sound system at weekly rehearsals so that everyone can hear Karina teaching.

Pictures of the sound system are below. Our first task was learning how to use it! You can see from the pictures that we have a keen group of volunteers who have learned how to use the system, set it up for gigs and monitor the sound levels when we play.



Thanks to our excellent new sound system, we had a very successful 2023.

We played at the Ladygrove Pub twice (in April and December); the money we were paid for these gigs we donated to Didcot emergency Food Bank. In July and August we played at Didcot Railway Centre for The Grub Hub. The money we were paid for the performances we donated to Didcot Train. Also In December we played at Valerian Court's Breakfast with Santa Family Event, the money from this will also be donated to Didcot Emergency Foodbank.

Throughout the year we supported a number of local events by playing for free, this included: Northbourne School Fete; Ladygrove Park Primary School Christmas Market; Be Free Young Carers Family Fun Day and we travelled further afield to play at Thomley. Before Christmas we had a lovely time playing at Didcot Community Hospital for the patients and their families and staff.

There were other local events we played at to support local charities that we did not need our sound system for as we used one provided by organisers, these included Play2Give summer Family Day and Choko Festival. We also travelled further away to play at Bristol and Yeovil Ukulele Festivals.



2024 is going to be an exciting year for The Dukes with lots of events in the diary already! On February 24th, we are arranging an open evening, "Jam With The Dukes" which is will be attended by over 100 ukulele players from around Oxfordshire. The evening will involve, play alongs, open mic slots and learning some new songs. All the money raised from the evening will be donated to Didcot Emergency Foodbank and Oxfordshire Wildlife Rescue. Of course, the evening would not be possible without our sound system.

Thanks again!

Karina (and The Dukes)

Finance and General Purposes Committee

26th February 2024

Report author: Janet Wheeler



Grant Aid applications

Introduction

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

Recommendation

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

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) 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:	2022 £1000 2023 £1000
Supporting documentation held in the office:	Application form and supporting data

Financial Implications

4. A total of £1,516 (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 sum 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

26th February 2024

Report author: Janet Wheeler



Financial Statements

Introduction

1. This report presents a summary of the Council's financial activities throughout December 2023 and January 2024.

Recommendation

2. That the Committee formally notes and approves the financial statements for December 2023 and January 2024.

Background

3. Attached are monthly reports that present a summary of the Council's financial activities at 31st December 2023 and 31st January 2024:
 - (a) the Cash and Investment reconciliations at 31st December 2023 and 31st January 2024
 - (b) the detailed income and expenditure report by budget heading for 31st December 2023 and 31st January 2024
 - (c) detailed balance sheet (excluding stock movement)
 - (d) detailed profit and loss (excluding stock movement)
 - (e) Purchase Ledger aged account balances at 31st December 2023 and 31st January 2024
 - (f) Sales Ledger aged account balances at 31st December 2023 and 31st January 2024
 - (g) List of payments made between 1/12/23 and 31/12/23 and 1/01/24 and 31/01/24.

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 31 December 2023

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	31/12/2023 Unity Trust Current Account	504,707.86
4	31/12/2023 Unity Bank Civic Hall Account	81,245.88
5	31/12/2023 CCLA Public Sector Deposit Fun	1,520,510.21
7	31/12/2023 Barclaycard Commercial	-1,557.41
		2,104,906.54
<u>Other Cash & Bank Balances</u>		
	Civic Hall Bar Floats	260.00
	Petty Cash	10.47
		270.47
		2,105,177.01
<u>Receipts not on Bank Statement</u>		
0	31/12/2023 All Receipts Cleared	0.00
		0.00
<u>Closing Balance</u>		
		2,105,177.01
<u>All Cash & Bank Accounts</u>		
1	Unity Current Account	504,707.86
2	Santander	0.00
3	Income Cash Book	0.00
4	Civic Hall Current Account	81,245.88
5	CCLA Deposit Fund	1,520,510.21
6	Barclaycard - NOT IN USE	0.00
7	Barclaycard Account	-1,557.41
	Other Cash & Bank Balances	270.47
	Total Cash & Bank Balances	2,105,177.01

**Bank Reconciliation Statement as at 31/12/2023
for Cashbook 1 - Unity Current Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current Account	31/12/2023	27	504,707.86
			<u>504,707.86</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			504,707.86
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			504,707.86
		Balance per Cash Book is :-	504,707.86
		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: 04/12/2023

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

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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
30/11/2023		Balance brought forward	£0.00	£0.00	£578,163.98
01/12/2023	Direct Debit	Direct Debit (SOUTH OXFORDSHIRE)	£181.00	£0.00	£577,982.98
01/12/2023	Direct Debit	Direct Debit (SOUTH OXFORDSHIRE)	£720.00	£0.00	£577,262.98
01/12/2023	Credit	BCARD8276784301123 BCARD	£0.00	£1,181.74	£578,444.72

Page number 1 of 3

Statement number 026

For Businesses.
For Communities.
For Good.

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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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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
04/12/2023	Credit	M Bennett	£0.00	£37.00	£578,481.72
04/12/2023	Credit	L Kilroe	£0.00	£37.00	£578,518.72
04/12/2023	Credit	BCARD8276784011223 BCARD	£0.00	£111.00	£578,629.72
04/12/2023	Credit	BCARD8276784021223 BCARD	£0.00	£19.55	£578,649.27



**For Businesses.
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Your Account Statement



For Businesses. For Communities. For Good.

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

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

Date: 31/12/2023

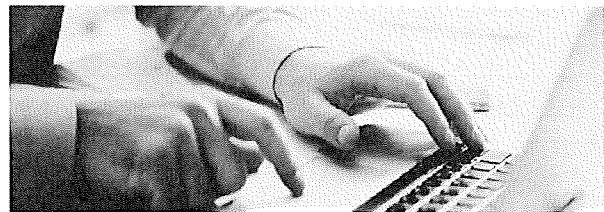
Account Name: Didcot Town Council

Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20459521

Your arranged overdraft limit is £0.00

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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
04/12/2023		Balance brought forward	£0.00	£0.00	£578,649.27
05/12/2023	Credit	BCARD8276784041223 BCARD	£0.00	£787.73	£579,437.00
05/12/2023	Credit	Newton Sherylanne	£0.00	£37.00	£579,474.00
07/12/2023	Faster Payment Debit	B/P to: Mow Sure Training	£360.00	£0.00	£579,114.00

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Statement number 027

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
07/12/2023	Faster Payment Debit	B/P to: Printerland	£468.00	£0.00	£578,646.00
07/12/2023	Faster Payment Debit	B/P to: Restore Ltd	£7,110.00	£0.00	£571,536.00
07/12/2023	Faster Payment Debit	B/P to: Anna Gattrell	£500.00	£0.00	£571,036.00
07/12/2023	Credit	H Cressey	£0.00	£37.00	£571,073.00
07/12/2023	Credit	BCARD8276784061223 BCARD	£0.00	£121.00	£571,194.00
08/12/2023	Credit	BCARD8276784071223 BCARD	£0.00	£170.92	£571,364.92
08/12/2023	Credit	DAMERELL L R	£0.00	£18.50	£571,383.42
08/12/2023	Credit	HENRY + JANCEKOV	£0.00	£37.00	£571,420.42
08/12/2023	Credit	C KennedyWood	£0.00	£127.00	£571,547.42
11/12/2023	Direct Debit	Direct Debit (BARCLAYCARD)	£144.47	£0.00	£571,402.95
11/12/2023	Credit	FENNELL PAHSM	£0.00	£37.00	£571,439.95
11/12/2023	Credit	BCARD8276784081223 BCARD	£0.00	£52.50	£571,492.45
11/12/2023	Credit	C Pierpoint	£0.00	£37.00	£571,529.45
11/12/2023	Credit	C Pierpoint	£0.00	£37.00	£571,566.45
11/12/2023	Credit	M J DIDCOCK FUNE	£0.00	£435.00	£572,001.45
12/12/2023	Direct Debit	Direct Debit (BRITISH GAS BUSINE)	£2,472.62	£0.00	£569,528.83
12/12/2023	Credit	EAGLES	£0.00	£37.00	£569,565.83
13/12/2023	Faster Payment Debit	B/P to: Air IT Ltd	£1,435.70	£0.00	£568,130.13
13/12/2023	Faster Payment Debit	B/P to: D C Whorley	£311.04	£0.00	£567,819.09
13/12/2023	Faster Payment Debit	B/P to: EE Limited	£109.78	£0.00	£567,709.31
13/12/2023	Faster Payment Debit	B/P to: RBL Poppy Appeal	£27.50	£0.00	£567,681.81
13/12/2023	Faster Payment Debit	B/P to: Vita Play Limited	£4,266.60	£0.00	£563,415.21
13/12/2023	Faster Payment Debit	B/P to: Collard Environmen	£552.00	£0.00	£562,863.21
13/12/2023	Faster Payment Debit	B/P to: Scofell Commercial	£240.00	£0.00	£562,623.21

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Statement number 027

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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
13/12/2023	Faster Payment Debit	B/P to: OALC	£72.00	£0.00	£562,551.21
13/12/2023	Faster Payment Debit	B/P to: GreenDay Energy	£132.00	£0.00	£562,419.21
13/12/2023	Faster Payment Debit	B/P to: SSE Energy Supply	£649.30	£0.00	£561,769.91
13/12/2023	Faster Payment Debit	B/P to: SODC	£668.23	£0.00	£561,101.68
13/12/2023	Faster Payment Debit	B/P to: All Pump Solutions	£1,080.00	£0.00	£560,021.68
13/12/2023	Faster Payment Debit	B/P to: SSE Energy Supply	£298.33	£0.00	£559,723.35
13/12/2023	Faster Payment Debit	B/P to: Three	£37.48	£0.00	£559,685.87
13/12/2023	Faster Payment Debit	B/P to: EcoElectrical Serv	£774.36	£0.00	£558,911.51
13/12/2023	Faster Payment Debit	B/P to: Millbrook Property	£324.00	£0.00	£558,587.51
13/12/2023	Faster Payment Debit	B/P to: S R Cooper	£116.28	£0.00	£558,471.23
13/12/2023	Transfer	B/P to: FMCHT	£1,954.86	£0.00	£556,516.37
13/12/2023	Faster Payment Debit	B/P to: Grundon Waste Mana	£587.86	£0.00	£555,928.51
13/12/2023	Faster Payment Debit	B/P to: Didcot Plant Ltd	£329.40	£0.00	£555,599.11
13/12/2023	Faster Payment Debit	B/P to: Wellers Law Group	£1,163.60	£0.00	£554,435.51
13/12/2023	Faster Payment Debit	B/P to: Ricoh UK Ltd	£23.19	£0.00	£554,412.32
13/12/2023	Faster Payment Debit	B/P to: Travis Perkins	£95.67	£0.00	£554,316.65
13/12/2023	Faster Payment Debit	B/P to: Seldram Supplies	£285.70	£0.00	£554,030.95
13/12/2023	Faster Payment Debit	B/P to: G S Mechanical Ltd	£240.00	£0.00	£553,790.95
13/12/2023	Faster Payment Debit	B/P to: BH Doors	£420.00	£0.00	£553,370.95
13/12/2023	Faster Payment Debit	B/P to: Rodells Ltd	£300.00	£0.00	£553,070.95
13/12/2023	Faster Payment Debit	B/P to: DCK Payroll Solut	£37,820.45	£0.00	£515,250.50
13/12/2023	Credit	BCARD8276784121223 BCARD	£0.00	£33.50	£515,284.00
14/12/2023	Credit	BCARD8276784131223 BCARD	£0.00	£65.80	£515,349.80
14/12/2023	Credit	ROSE CH	£0.00	£70.16	£515,419.96

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Statement number 027

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Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
15/12/2023	Faster Payment Debit	B/P to: HMRC Shipley	£20,473.26	£0.00	£494,946.70
15/12/2023	Faster Payment Debit	B/P to: OCC Pension Fund	£17,606.46	£0.00	£477,340.24
15/12/2023	Credit	BCARD8276784141223 BCARD	£0.00	£43.92	£477,384.16
18/12/2023	Direct Debit	Direct Debit (THE MIDCOUNTRIES CO)	£840.22	£0.00	£476,543.94
18/12/2023	Direct Debit	Direct Debit (CASTLE WATER LTD)	£102.65	£0.00	£476,441.29
18/12/2023	Direct Debit	Direct Debit (CASTLE WATER LTD)	£575.71	£0.00	£475,865.58
18/12/2023	Credit	Post Office Cash Deposit 099137 099137	£0.00	£127.48	£475,993.06
18/12/2023	Credit	BCARD8276784151223 BCARD	£0.00	£51.20	£476,044.26
19/12/2023	Direct Debit	Direct Debit (GOCARDLESS)	£138.29	£0.00	£475,905.97
19/12/2023	Transfer	DIDCOT TOWN COUNCI	£0.00	£107.86	£476,013.83
20/12/2023	Faster Payment Debit	B/P to: LIFE Build Solutio	£150,000.00	£0.00	£326,013.83
20/12/2023	Faster Payment Debit	B/P to: Mr K Dowling	£350.00	£0.00	£325,663.83
20/12/2023	Credit	P Melcumyan	£0.00	£74.00	£325,737.83
20/12/2023	Credit	Stokes Fiona	£0.00	£18.50	£325,756.33
21/12/2023	Faster Payment Debit	B/P to: LIFE Build Solutio	£150,000.00	£0.00	£175,756.33
21/12/2023	Transfer	FLEET MEADOW COMMU	£0.00	£77.97	£175,834.30
21/12/2023	Transfer	FLEET MEADOW COMMU	£0.00	£480.00	£176,314.30
21/12/2023	Credit	Credit 000054	£0.00	£364.32	£176,678.62
21/12/2023	Credit	BCARD8276784201223 BCARD	£0.00	£21.60	£176,700.22
21/12/2023	Credit	Inward Payment CCLA INVESTMENT MANAGEMENT LIMITED	£0.00	£419,013.40	£595,713.62
21/12/2023	Credit	M J DIDCOCK FUNE	£0.00	£125.00	£595,838.62
22/12/2023	Direct Debit	Direct Debit (BOC MANCHESTER ACC)	£34.02	£0.00	£595,804.60
22/12/2023	Faster Payment Debit	B/P to: LIFE Build Solutio	£109,035.60	£0.00	£486,769.00

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Statement number 027

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
22/12/2023	Faster Payment Debit	B/P to: Ridge Partners	£9,977.80	£0.00	£476,791.20
22/12/2023	Credit	HMRC VAT	£0.00	£73,028.22	£549,819.42
22/12/2023	Credit	BCARD8276784211223 BCARD	£0.00	£68.92	£549,888.34
27/12/2023	Direct Debit	Direct Debit (BCARD COMMERCIAL)	£712.59	£0.00	£549,175.75
27/12/2023	Credit	YEFIYEFI	£0.00	£52.50	£549,228.25
27/12/2023	Credit	P Melkumyan	£0.00	£31.00	£549,259.25
27/12/2023	Credit	OCC AP	£0.00	£101.88	£549,361.13
28/12/2023	Faster Payment Debit	B/P to: Benson Sawmills Lt	£450.00	£0.00	£548,911.13
28/12/2023	Faster Payment Debit	B/P to: Shield Maintenance	£523.10	£0.00	£548,388.03
28/12/2023	Faster Payment Debit	B/P to: Eastern Shires Pur	£31.08	£0.00	£548,356.95
28/12/2023	Faster Payment Debit	B/P to: Mobile Mini	£83.42	£0.00	£548,273.53
28/12/2023	Faster Payment Debit	B/P to: Hawkins Roofing Lt	£4,345.54	£0.00	£543,927.99
28/12/2023	Faster Payment Debit	B/P to: Shaun Roberts	£160.00	£0.00	£543,767.99
28/12/2023	Faster Payment Debit	B/P to: Castle Water	£41.97	£0.00	£543,726.02
28/12/2023	Faster Payment Debit	B/P to: S R Cooper	£55.20	£0.00	£543,670.82
28/12/2023	Faster Payment Debit	B/P to: Total Pest Envir	£780.00	£0.00	£542,890.82
28/12/2023	Faster Payment Debit	B/P to: Seldram Supplies	£103.13	£0.00	£542,787.69
28/12/2023	Faster Payment Debit	B/P to: Infinity Playgroun	£756.00	£0.00	£542,031.69
28/12/2023	Faster Payment Debit	B/P to: Paul Hill	£50.00	£0.00	£541,981.69
28/12/2023	Faster Payment Debit	B/P to: Collard Environmen	£1,484.26	£0.00	£540,497.43
28/12/2023	Faster Payment Debit	B/P to: Travis Perkins	£23.06	£0.00	£540,474.37
28/12/2023	Faster Payment Debit	B/P to: SODC	£24,133.70	£0.00	£516,340.67
28/12/2023	Faster Payment Debit	B/P to: D C Whorley	£41.87	£0.00	£516,298.80
28/12/2023	Faster Payment Debit	B/P to: Lyreco UK Ltd	£472.35	£0.00	£515,826.45

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Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
28/12/2023	Faster Payment Debit	B/P to: DCK Accounting Sol	£1,114.08	£0.00	£514,712.37
28/12/2023	Faster Payment Debit	B/P to: White Horse Brewer	£89.40	£0.00	£514,622.97
28/12/2023	Faster Payment Debit	B/P to: Ever Brite Cleanin	£2,535.54	£0.00	£512,087.43
28/12/2023	Faster Payment Debit	B/P to: DCK Payroll Soluti	£430.68	£0.00	£511,656.75
28/12/2023	Faster Payment Debit	B/P to: Spaldings Limited	£70.46	£0.00	£511,586.29
28/12/2023	Faster Payment Debit	B/P to: Farol Ltd	£1,069.01	£0.00	£510,517.28
28/12/2023	Faster Payment Debit	B/P to: SSE Energy Supply	£3,003.34	£0.00	£507,513.94
28/12/2023	Faster Payment Debit	B/P to: Externiture Ltd	£234.00	£0.00	£507,279.94
28/12/2023	Faster Payment Debit	B/P to: Blachere Illuminat	£2,474.88	£0.00	£504,805.06
29/12/2023	Fee	Manual Credit Handling Charge	£14.10	£0.00	£504,790.96
31/12/2023	Fee	Service Charge	£83.10	£0.00	£504,707.86

Handwritten signature or mark in red ink.



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Bank Reconciliation Statement as at 31/12/2023
for Cashbook 4 - Civic Hall Current Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Bank Civic Hall Account	31/12/2023	26	81,245.88
			<u>81,245.88</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			81,245.88
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			81,245.88
		Balance per Cash Book is :-	81,245.88
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

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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: 04/12/2023

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
30/11/2023		Balance brought forward	£0.00	£0.00	£68,415.03
01/12/2023	Direct Debit	Direct Debit (DIRECT 365 ONLINE)	£122.04	£0.00	£68,292.99
01/12/2023	Credit	Adyen N.V.	£0.00	£8.24	£68,301.23
01/12/2023	Credit	ROYAL SCHOOL FOR T	£0.00	£140.70	£68,441.93

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Statement number 026

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Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
01/12/2023	Credit	DIDCOT TOWNSWOMENS	£0.00	£59.70	£68,501.63
01/12/2023	Credit	KEJUN GUO	£0.00	£175.00	£68,676.63
01/12/2023	Credit	Bernadine Soul School of Dancing	£0.00	£1,054.68	£69,731.31
01/12/2023	Credit	SHOWTIME CIRCUS DIDCOT	£0.00	£150.71	£69,882.02
01/12/2023	Credit	FROST GA	£0.00	£489.60	£70,371.62
04/12/2023	Credit	Adyen N.V.	£0.00	£6.32	£70,377.94
04/12/2023	Credit	ANAND N	£0.00	£180.00	£70,557.94
04/12/2023	Credit	Adyen N.V.	£0.00	£35.02	£70,592.96
04/12/2023	Credit	DIDC GOOD NEI SC	£0.00	£120.96	£70,713.92
04/12/2023	Credit	Adyen N.V.	£0.00	£258.92	£70,972.84
04/12/2023	Credit	STYLE ACRE	£0.00	£131.10	£71,103.94
04/12/2023	Credit	Elaine Bywaters	£0.00	£21.25	£71,125.19
04/12/2023	Credit	Elaine Bywaters	£0.00	£65.28	£71,190.47
04/12/2023	Credit	S IN MIND	£0.00	£61.60	£71,252.07

(Handwritten mark)

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7-14

Your Account Statement



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

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

Date: 31/12/2023

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

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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
04/12/2023		Balance brought forward	£0.00	£0.00	£71,252.07
05/12/2023	Credit	N Soul	£0.00	£32.64	£71,284.71
06/12/2023	Credit	Elaine Bywaters	£0.00	£21.25	£71,305.96
06/12/2023	Credit	Adyen N.V.	£0.00	£1.65	£71,307.61

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Statement number 027

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Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
07/12/2023	Credit	Adyen N.V.	£0.00	£22.92	£71,330.53
07/12/2023	Credit	S IN MIND	£0.00	£67.20	£71,397.73
08/12/2023	Credit	Adyen N.V.	£0.00	£23.92	£71,421.65
11/12/2023	Credit	BABY SENSOR T/AS	£0.00	£119.00	£71,540.65
11/12/2023	Credit	Adyen N.V.	£0.00	£61.52	£71,602.17
11/12/2023	Credit	Adyen N.V.	£0.00	£68.15	£71,670.32
11/12/2023	Credit	Adyen N.V.	£0.00	£378.65	£72,048.97
11/12/2023	Credit	S Richmond	£0.00	£114.24	£72,163.21
12/12/2023	Credit	Adyen N.V.	£0.00	£3.93	£72,167.14
12/12/2023	Credit	OXFORDDISTRICT	£0.00	£38.40	£72,205.54
12/12/2023	Credit	ANDREWS RM	£0.00	£42.50	£72,248.04
12/12/2023	Credit	OXFORDSHIRE MIND	£0.00	£90.00	£72,338.04
12/12/2023	Credit	ASHWIN NATASHA	£0.00	£67.20	£72,405.24
13/12/2023	Credit	Adyen N.V.	£0.00	£5.01	£72,410.25
14/12/2023	Credit	Adyen N.V.	£0.00	£4.42	£72,414.67
14/12/2023	Credit	LADYGROVE PARK PRI	£0.00	£255.00	£72,669.67
15/12/2023	Credit	Adyen N.V.	£0.00	£5.41	£72,675.08
15/12/2023	Credit	SILVER SLIPPER C	£0.00	£174.38	£72,849.46
15/12/2023	Credit	STYLE ACRE	£0.00	£28.00	£72,877.46
15/12/2023	Credit	MY LOCAL PITCH LTD T A PLAYFINDER	£0.00	£5,170.99	£78,048.45
15/12/2023	Credit	DIDCOT SPEAKERS	£0.00	£48.88	£78,097.33
18/12/2023	Credit	Adyen N.V.	£0.00	£7.37	£78,104.70
18/12/2023	Credit	Adyen N.V.	£0.00	£349.72	£78,454.42
18/12/2023	Credit	Adyen N.V.	£0.00	£1.47	£78,455.89

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Statement number 027

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Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
18/12/2023	Credit	OXFORD HEALTH	£0.00	£233.40	£78,689.29
18/12/2023	Credit	Post Office Cash Deposit 099137 099137	£0.00	£500.45	£79,189.74
18/12/2023	Credit	Elaine Bywaters	£0.00	£97.92	£79,287.66
20/12/2023	Credit	OXFORDDISTRICT	£0.00	£38.40	£79,326.06
21/12/2023	Credit	S IN MIND	£0.00	£45.40	£79,371.46
21/12/2023	Credit	S IN MIND	£0.00	£151.60	£79,523.06
21/12/2023	Credit	ANDREWS RM	£0.00	£42.50	£79,565.56
21/12/2023	Credit	ANDREWS RM	£0.00	£127.50	£79,693.06
21/12/2023	Credit	AUTISM AT KINGWOOD	£0.00	£100.00	£79,793.06
22/12/2023	Direct Debit	Direct Debit (MATTHEW CLARK BIBE)	£863.04	£0.00	£78,930.02
22/12/2023	Credit	Adyen N.V.	£0.00	£19.81	£78,949.83
22/12/2023	Credit	AGE UK OXFORDSHIRE	£0.00	£360.36	£79,310.19
22/12/2023	Credit	SODC ACCOUNTS PAYA	£0.00	£848.73	£80,158.92
27/12/2023	Credit	Adyen N.V.	£0.00	£3.74	£80,162.66
27/12/2023	Credit	Adyen N.V.	£0.00	£160.97	£80,323.63
27/12/2023	Credit	BABY SENSOR T/AS	£0.00	£119.00	£80,442.63
29/12/2023	Fee	Manual Credit Handling Charge	£7.80	£0.00	£80,434.83
29/12/2023	Credit	OSJCT	£0.00	£311.40	£80,746.23
29/12/2023	Credit	PHOENIX TAEKWOND	£0.00	£277.50	£81,023.73
29/12/2023	Credit	PHOENIX TAEKWOND	£0.00	£180.00	£81,203.73
29/12/2023	Credit	DWM ADMINISTRATION	£0.00	£96.00	£81,299.73
31/12/2023	Fee	Service Charge	£53.85	£0.00	£81,245.88

Date: 29/01/2024

Didcot Town Council

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Time: 10:07

Cashbook 4

User: RLB

Civic Hall Current Account

For Month No: 9

Payments for Month 9

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>
01/12/2023	Direct 365	DD1	122.04	122.04		500			4800/Hand dryers 12Nov-11Dec
22/12/2023	Matthew Clark	DD2	863.04	863.04		500			4865/Bar supplies
29/12/2023	Unity Bank Manual Credit Fee	DR	7.80			4052	401	7.80	Unity Bank Manual Credit Fee
31/12/2023	Unity Bank Service Charge	DR	53.85			4052	401	53.85	Unity Bank Service Charge
Total Payments for Month			1,046.73	985.08	0.00			61.65	
Balance Carried Fwd			81,245.88						
Cashbook Totals			82,292.61	985.08	0.00			81,307.53	

**Bank Reconciliation Statement as at 31/12/2023
for Cashbook 5 - CCLA Deposit Fund**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Public Sector Deposit Fun	31/12/2023		1,520,510.21
			<u>1,520,510.21</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,520,510.21
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,520,510.21
		Balance per Cash Book is :-	1,520,510.21
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate



Monthly statement and valuation

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

5 January 2024

Account name: **DIDCOT TOWN COUNCIL-Didcot Town Council**
Account number: **PS3078634-001**
Statement period: **01/12/2023 to 31/12/2023**

Please find enclosed a statement of your account covering the period 1 December 2023 to 31 December 2023. This statement shows the value of your investments as at 31 December 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 31 December 2023	£1,520,510.21
Total valuation as at last statement at 1 December 2023	£0.00
Total income during the period	£9,891.97



Holdings as at 31 December 2023

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	1,520,510.2100	£1.00	£1,520,510.21
Total value			£1,520,510.21

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.

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Transactions for the period from 1 December 2023 to 31 December 2023

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
04/12/2023	Distribution Reinvestment	9,231.0500	£1.0000	£9,231.05
04/12/2023	Distribution Reinvestment	660.9200	£1.0000	£660.92
20/12/2023	Sell	-419,013.4000	£1.0000	-£419,013.40

The average Fund yield for this period was 5.27% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Dec 2023	04/12/2023	Reinvestment	£9,231.05	PS3078634-001
Dec 2023	04/12/2023	Reinvestment	£660.92	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.

Date: 10/01/2024

Didcot Town Council

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Time: 13:47

Cashbook 5

User: RLB

CCLA Deposit Fund

For Month No: 9

Payments for Month 9

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>
21/12/2023	Unity Current Account	Transfer	419,013.40			200		419,013.40	CCLA PSDF
Total Payments for Month			419,013.40	0.00	0.00			419,013.40	
Balance Carried Fwd			1,520,510.21						
Cashbook Totals			<u>1,939,523.61</u>	0.00	0.00			<u>1,939,523.61</u>	

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Receipts for Month 9

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 :		1,929,631.64					1,929,631.64	
Bacs	Banked: 04/12/2023	9,891.97						
Bacs	CCLA PSDF Dividend Reinvested	9,891.97			1196	120	9,891.97	CCLA PSDF Dividend Reinvested
Total Receipts for Month		9,891.97	0.00	0.00			9,891.97	
Cashbook Totals		1,939,523.61	0.00	0.00			1,939,523.61	

**Bank Reconciliation Statement as at 31/12/2023
for Cashbook 7 - Barclaycard Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclaycard Commercial	31/12/2023		-1,557.41
			<u>-1,557.41</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			-1,557.41
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-1,557.41
		Balance per Cash Book is :-	-1,557.41
		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

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

Date of previous statement: 28 November 2023
Previous balance: £712.59
Payment received: £712.59 CR
Total of charges and adjustments: £0.00
Total of new spending: £1,557.41
New balance: £1,557.41
Minimum payment: £15.57
Payment due by: 22 January 2024
Available to spend: £6,442.59

Payment instructions

Thank you for using Barclaycard Commercial. Your bank account [REDACTED] will be debited with the agreed payment or the minimum payment (whichever is greater) on or immediately after 22 January 2024. 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 : £59.55

Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
PURCHASE	1,557.41	2.245%	59.55	
CASH	0.00	2.450%	0.00	
Totals	£1,557.41		£59.55	

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

1557.41

15.57

22 January 2024

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

Cashier's Stamp and Initials

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



Barclays Bank PLC
Automated Bulk Credit Clearing
Barclaycard
Commercial



Total Cash *

Cheques +

£

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

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Payments for Month 9

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :			712.59					712.59	
28/11/2023	Energy Assets	158/24	802.80		133.80	1955	109	669.00	Energy Assets -New Meter
28/11/2023	Booker Ltd	159/24	90.44		8.41	3000	402	82.03	Booker Ltd -Bar Supplies
28/11/2023	Booker Ltd	160/24	122.63			505		122.63	Booker -Xmas Disco Refreshment
08/12/2023	EposNow	161/24	88.80		14.80	3154	402	74.00	EposNow -Bar Till Software
08/12/2023	EposNow	162/24	12.00		2.00	3154	402	10.00	EposNow -Bar Till Software
10/12/2023	Amazon	163/24	24.98		4.16	4042	401	20.82	Amazon -Microphone Stand
12/12/2023	Amazon	164/24	9.58		1.60	1123	101	7.98	Amazon -Batteries
13/12/2023	Freemans Flowers	165/24	45.00		7.50	1108	101	37.50	Freemans Flowers -IM
14/12/2023	EposNow	166/24	22.80		3.80	3154	402	19.00	EposNow -Bar Till Software
16/12/2023	Amazon	167/24	11.98		2.00	1123	101	9.98	Amazon -Batteries
21/12/2023	Dunelm Soft Furnishings	168/24	48.60		8.10	4042	401	40.50	Dunelm -Kitchen Equipment
21/12/2023	Sainsburys Supermarkets	169/24	97.75			1108	101	97.75	Sainsburys -Xmas Brunch
22/12/2023	Didcot Civic Hall	170/24	157.25		26.20	1108	101	131.05	Didcot Civic Hall -Xmas Party
24/12/2023	EposNow	171/24	22.80		3.80	3154	402	19.00	EposNow -Bar Till Software
Total Payments for Month			1,557.41	0.00	216.17			1,341.24	
Cashbook Totals			2,270.00	0.00	216.17			2,053.83	

Receipts for Month 9

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: 27/12/2023	712.59						
DD	Unity Current Account	712.59			200		712.59	Barclaycard Commercial
Total Receipts for Month		712.59	0.00	0.00			712.59	
Balance Carried Fwd		1,557.41						
Cashbook Totals		<u>2,270.00</u>	<u>0.00</u>	<u>0.00</u>			<u>2,270.00</u>	

Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Central Administration							
1195 Miscellaneous Income	0	21	0	(21)			0.0%
Central Administration :- Income	<u>0</u>	<u>21</u>	<u>0</u>	<u>(21)</u>			
1101 Salaries - Admin	17,571	177,068	242,500	65,432		65,432	73.0%
1102 Salaries - Admin Er's NI	1,826	18,313	16,699	(1,614)		(1,614)	109.7%
1103 Salaries - Admin Er's Superann	3,813	38,010	33,427	(4,583)		(4,583)	113.7%
1104 Agency Staffing	1,202	10,042	12,000	1,958		1,958	83.7%
1108 Training and Conferences	266	5,635	8,000	2,365		2,365	70.4%
1109 Staff Travel	221	2,849	3,500	651		651	81.4%
1111 Rate Admin Offices	720	6,484	7,000	516		516	92.6%
1121 Telephone/Fax/Internet	291	2,466	3,000	534		534	82.2%
1123 Stationery	53	1,762	2,300	538		538	76.6%
1124 Subscriptions	0	4,127	4,000	(127)		(127)	103.2%
1125 Insurance	0	24,733	23,000	(1,733)		(1,733)	107.5%
1126 Photocopier	444	1,908	2,500	592		592	76.3%
1128 Postage-Frinking	0	396	2,000	1,604		1,604	19.8%
1129 Miscellaneous Admin Costs	0	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	0	1,200	3,000	1,800		1,800	40.0%
1160 IT Maintenance/Website	1,429	23,622	20,000	(3,622)		(3,622)	118.1%
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	35	196	250	54		54	78.5%
3152 Electricity	0	134	0	(134)		(134)	0.0%
Central Administration :- Indirect Expenditure	<u>27,870</u>	<u>321,145</u>	<u>415,676</u>	<u>94,531</u>	<u>0</u>	<u>94,531</u>	<u>77.3%</u>
Net Income over Expenditure	<u>(27,870)</u>	<u>(321,124)</u>	<u>(415,676)</u>	<u>(94,552)</u>			
102 Civic and Democratic							
1205 Members Training	0	725	800	75		75	90.6%
1206 Mayors Allowance	0	3,250	3,520	270		270	92.3%
1235 Civic Functions	0	2,292	3,000	708		708	76.4%
1269 Election Costs	0	37,219	0	(37,219)		(37,219)	0.0%
99129 Tfr from EMR Elections	0	(35,596)	0	35,596		35,596	0.0%
Civic and Democratic :- Indirect Expenditure	<u>0</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>0</u>	<u>(7,889)</u>	<u>(7,320)</u>	<u>569</u>			
104 Community Services							
1271 CCTV Contribution	0	2,287	10,000	7,713		7,713	22.9%

Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

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	0	2,287	10,750	8,463	0	8,463	21.3%
Net Expenditure	0	(2,287)	(10,750)	(8,463)			
105 Corporate Management							
1152 Bank Charges	236	1,822	700	(1,122)		(1,122)	260.3%
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	350	1,608	5,000	3,392		3,392	32.2%
1159 Accounting Support	0	2,519	1,000	(1,519)		(1,519)	251.9%
Corporate Management :- Indirect Expenditure	586	6,549	10,580	4,031	0	4,031	61.9%
Net Expenditure	(586)	(6,549)	(10,580)	(4,031)			
108 Willowbrook Community Centre							
1769 Willowbrook Income	4,750	70,321	60,000	(10,321)			117.2%
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	4,750	72,154	66,000	(6,154)			109.3%
1701 Salaries Willowbrook	3,579	31,482	40,000	8,518		8,518	78.7%
1702 Employers NI Willowbrook	0	9	0	(9)		(9)	0.0%
1703 Employers Superann Willowbrook	129	381	0	(381)		(381)	0.0%
1710 Willowbrook Business Rates	0	(8,384)	38,000	46,384		46,384	(22.1%)
1720 Willowbrook Contracts	335	9,113	10,000	887		887	91.1%
1725 Willowbrook ICT/Internet	79	1,809	3,000	1,191		1,191	60.3%
1730 Willowbrook Equipment	123	1,098	5,000	3,902		3,902	22.0%
1766 Willowbrook Utilities	2,278	42,836	40,000	(2,836)		(2,836)	107.1%
1767 Willowbrook Site Maintenance	672	10,936	0	(10,936)		(10,936)	0.0%
Willowbrook Community Centre :- Indirect Expenditure	7,195	89,280	136,000	46,720	0	46,720	65.6%
Net Income over Expenditure	(2,445)	(17,126)	(70,000)	(52,874)			
109 Capital and Projects							
1999 Loan Proceeds	0	2,400,000	0	(2,400,000)			0.0%
Capital and Projects :- Income	0	2,400,000	0	(2,400,000)			
1944 Christmas Lights	2,897	7,580	15,000	7,420		7,420	50.5%
1947 Office Equipment & Furniture	0	395	1,000	605		605	39.5%
1948 PWLB-Repayments	0	42,136	242,604	200,468		200,468	17.4%

Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1949 PWLB-Interest	0	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	226,879	1,920,602	0	(1,920,602)		(1,920,602)	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	<u>229,776</u>	<u>2,016,059</u>	<u>258,604</u>	<u>(1,757,455)</u>	<u>0</u>	<u>(1,757,455)</u>	<u>779.6%</u>
Net Income over Expenditure	<u>(229,776)</u>	<u>383,941</u>	<u>(258,604)</u>	<u>(642,545)</u>			
<u>111 Services to Others</u>							
1805 Income -Materials Fleet Meadow	0	98	0	(98)			0.0%
1806 Income -Labour Fleet Meadow	400	2,679	0	(2,679)			0.0%
Services to Others :- Income	<u>400</u>	<u>2,777</u>	<u>0</u>	<u>(2,777)</u>			
1866 Materials - Fleet Meadow	0	33	0	(33)		(33)	0.0%
Services to Others :- Indirect Expenditure	<u>0</u>	<u>33</u>	<u>0</u>	<u>(33)</u>	<u>0</u>	<u>(33)</u>	
Net Income over Expenditure	<u>400</u>	<u>2,745</u>	<u>0</u>	<u>(2,745)</u>			
<u>120 Other Costs & Income</u>							
1176 Precept	0	1,331,855	1,331,855	0			100.0%
1196 Interest Received	9,892	44,719	5,000	(39,719)			894.4%
Other Costs & Income :- Income	<u>9,892</u>	<u>1,376,574</u>	<u>1,336,855</u>	<u>(39,719)</u>			<u>103.0%</u>
Net Income	<u>9,892</u>	<u>1,376,574</u>	<u>1,336,855</u>	<u>(39,719)</u>			
<u>201 Arts & Grants-Empowered</u>							
1195 Miscellaneous Income	0	85	0	(85)			0.0%
9041 Summer Fayre - Income	0	100	0	(100)			0.0%
Arts & Grants-Empowered :- Income	<u>0</u>	<u>185</u>	<u>0</u>	<u>(185)</u>			
2165 Remembrance Parade & Service	291	1,503	4,000	2,497		2,497	37.6%
2187 Summer Fayre	0	8,726	4,000	(4,726)		(4,726)	218.2%
3188 Grant Aid Fund	11,000	40,784	45,000	4,216		4,216	90.6%
Arts & Grants-Empowered :- Indirect Expenditure	<u>11,291</u>	<u>51,014</u>	<u>53,000</u>	<u>1,986</u>	<u>0</u>	<u>1,986</u>	<u>96.3%</u>
Net Income over Expenditure	<u>(11,291)</u>	<u>(50,829)</u>	<u>(53,000)</u>	<u>(2,171)</u>			

Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

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	18,813	169,229	232,000	62,771		62,771	72.9%
3102 Salaries - Works Er's NI	1,596	15,662	16,800	1,138		1,138	93.2%
3103 Salaries - Works Er's Superann	4,031	36,671	36,100	(571)		(571)	101.6%
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	1,124	2,370	1,246		1,246	47.4%
3120 Protective Clothing	248	1,599	2,000	401		401	80.0%
3124 Telephone-Works	0	0	1,000	1,000		1,000	0.0%
3127 Subscriptions	0	55	150	95		95	36.7%
3140 Vehicle Insurance	0	2,755	2,932	177		177	94.0%
3141 Vehicle Fuel	752	5,171	6,000	829		829	86.2%
3144 Equipment & Small Tools	33	46	0	(46)		(46)	0.0%
3145 Machinery Costs	312	3,945	10,000	6,055		6,055	39.4%
3154 Maintenance	35	1,278	2,000	722		722	63.9%
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	891	4,210	2,000	(2,210)		(2,210)	210.5%
9063 ALKE ATX 340 ED	0	285	1,000	715		715	28.5%
External Works-Central Costs :- Indirect Expenditure	<u>26,814</u>	<u>249,111</u>	<u>327,725</u>	<u>78,614</u>	<u>0</u>	<u>78,614</u>	<u>76.0%</u>
Net Expenditure	<u>(26,814)</u>	<u>(249,111)</u>	<u>(327,725)</u>	<u>(78,614)</u>			
302 Allotments							
3282 Allotment Rents	1,009	19,936	14,500	(5,436)			137.5%
32581 Grant Received	0	1,000	0	(1,000)			0.0%
Allotments :- Income	<u>1,009</u>	<u>20,936</u>	<u>14,500</u>	<u>(6,436)</u>			<u>144.4%</u>
3151 Water Charges	542	1,877	2,500	623		623	75.1%
3233 Allotment Competition	0	0	350	350		350	0.0%
3244 Allotment Maintenance	380	1,841	4,000	2,159		2,159	46.0%
3250 Allotment -Polytunnel	0	1,800	0	(1,800)		(1,800)	0.0%
Allotments :- Indirect Expenditure	<u>922</u>	<u>5,518</u>	<u>6,850</u>	<u>1,332</u>	<u>0</u>	<u>1,332</u>	<u>80.6%</u>
Net Income over Expenditure	<u>86</u>	<u>15,417</u>	<u>7,650</u>	<u>(7,767)</u>			
303 Cemetery							
3383 Cemetery Fees	685	18,620	18,000	(620)			103.4%
Cemetery :- Income	<u>685</u>	<u>18,620</u>	<u>18,000</u>	<u>(620)</u>			<u>103.4%</u>

Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
3151 Water Charges	86	94	1,000	906		906	9.4%
3154 Maintenance	0	2,420	0	(2,420)		(2,420)	0.0%
3340 Rates - Cemetery	181	1,267	600	(667)		(667)	211.2%
Cemetery :- Indirect Expenditure	267	3,781	1,600	(2,181)	0	(2,181)	236.3%
Net Income over Expenditure	418	14,839	16,400	1,561			
304 Edmonds Park							
3151 Water Charges	12	771	1,200	430		430	64.2%
3152 Electricity	0	1,873	1,800	(73)		(73)	104.0%
3154 Maintenance	504	8,007	10,000	1,993		1,993	80.1%
3155 Security	0	776	6,000	5,224		5,224	12.9%
3170 Waste Recycling	0	5,717	9,500	3,783		3,783	60.2%
Edmonds Park :- Indirect Expenditure	516	17,143	28,500	11,357	0	11,357	60.2%
Net Expenditure	(516)	(17,143)	(28,500)	(11,357)			
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	0	2,388	6,000	3,613			39.8%
3152 Electricity	0	(43)	0	43		43	0.0%
3154 Maintenance	0	7,247	7,000	(247)		(247)	103.5%
3165 Ladygrove Lakes	0	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	0	10,024	7,000	(3,024)	0	(3,024)	143.2%
Net Income over Expenditure	0	(7,636)	(1,000)	6,636			
306 Loyd Park							
3151 Water Charges	0	(1,324)	550	1,874		1,874	(240.7%)
3152 Electricity	0	316	350	34		34	90.2%
3154 Maintenance	75	44,121	0	(44,121)		(44,121)	0.0%
99120 Tfr from EMR Building Repair	0	(43,450)	0	43,450		43,450	0.0%
Loyd Park :- Indirect Expenditure	75	(337)	900	1,237	0	1,237	(37.5%)
Net Expenditure	(75)	337	(900)	(1,237)			

Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
308 Other Parks & Recreation Areas							
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	1,590	3,100	5,500	2,400		2,400	56.4%
3166 Millennium Wood Upkeep	0	2,985	3,000	15		15	99.5%
Other Parks & Recreation Areas :- Indirect Expenditure	<u>1,590</u>	<u>6,085</u>	<u>8,500</u>	<u>2,415</u>	<u>0</u>	<u>2,415</u>	<u>71.6%</u>
Net Income over Expenditure	<u>(1,590)</u>	<u>(6,083)</u>	<u>(8,500)</u>	<u>(2,417)</u>			
309 Play Areas							
3149 Bark Top-up	0	1,033	3,000	1,967		1,967	34.4%
3153 Play Equipment Maintenance	6,414	28,898	25,000	(3,898)		(3,898)	115.6%
Play Areas :- Indirect Expenditure	<u>6,414</u>	<u>29,931</u>	<u>28,000</u>	<u>(1,931)</u>	<u>0</u>	<u>(1,931)</u>	<u>106.9%</u>
Net Expenditure	<u>(6,414)</u>	<u>(29,931)</u>	<u>(28,000)</u>	<u>1,931</u>			
310 Environmental Services							
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	0	10,000	10,000	0			100.0%
Environmental Services :- Income	<u>0</u>	<u>18,090</u>	<u>18,050</u>	<u>(40)</u>			<u>100.2%</u>
3148 Bus Shelter Contract	0	10,000	10,000	0		0	100.0%
3150 Plants	0	5,341	1,000	(4,341)		(4,341)	534.1%
3157 Dog Fouling Clean-up Service	277	2,461	3,100	639		639	79.4%
3158 Trees	0	500	8,500	8,000		8,000	5.9%
3162 Football pitch maintenance	508	3,222	8,000	4,778		4,778	40.3%
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>785</u>	<u>17,914</u>	<u>33,600</u>	<u>15,686</u>	<u>0</u>	<u>15,686</u>	<u>53.3%</u>
Net Income over Expenditure	<u>(785)</u>	<u>176</u>	<u>(15,550)</u>	<u>(15,726)</u>			
325 Projects							
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	0	195	5,000	4,805		4,805	3.9%

Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

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	0	9,682	10,000	318	0	318	96.8%
Net Income over Expenditure	0	(5,222)	(10,000)	(4,779)			
<u>401 C H General Administration</u>							
1000 Main Hall	1,753	34,271	55,000	20,729			62.3%
1001 Northbourne Room	384	8,951	12,000	3,049			74.6%
1002 Ladygrove Room	597	22,531	25,000	2,469			90.1%
1003 All Saints Room	676	7,829	10,000	2,171			78.3%
1004 Park Room	309	3,986	8,000	4,014			49.8%
1005 Weddings	0	592	0	(592)			0.0%
1009 Events Package Income	0	8,476	0	(8,476)			0.0%
1011 Orchard/Millbrook Room	87	1,277	2,000	723			63.8%
1020 Other Income	192	3,349	1,000	(2,349)			334.9%
C H General Administration :- Income	3,998	91,262	113,000	21,738			80.8%
3155 Security	160	960	0	(960)		(960)	0.0%
4001 Salaries - Civic Hall	7,492	53,418	48,000	(5,418)		(5,418)	111.3%
4002 Salaries - Civic Hall Er's Ni	270	2,346	0	(2,346)		(2,346)	0.0%
4003 Salaries - C.Hall Er's Superan	1,067	9,329	0	(9,329)		(9,329)	0.0%
4012 Water Charges	0	(3,049)	12,000	15,049		15,049	(25.4%)
4014 Light & Heat	3,694	22,424	40,000	17,576		17,576	56.1%
4015 Cleaning and Hygiene	2,153	21,931	30,000	8,069		8,069	73.1%
4016 Uniform	0	0	1,000	1,000		1,000	0.0%
4018 Waste Disposal	257	3,340	3,500	160		160	95.4%
4022 Telephone	0	50	1,000	950		950	5.0%
4023 Licenses	0	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	160	1,364	10,000	8,636		8,636	13.6%
4043 Repairs and Maintenance	1,416	34,455	10,000	(24,455)		(24,455)	344.6%
4044 Maintenance Contracts	413	17,705	15,000	(2,705)		(2,705)	118.0%
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	255	1,449	500	(949)		(949)	289.9%
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 31/12/2023

Month No: 9

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	17,338	134,392	230,300	95,908	0	95,908	58.4%
Net Income over Expenditure	(13,341)	(43,130)	(117,300)	(74,170)			
402 C H Bar							
1050 Bar Sales	1,690	15,384	15,000	(384)			102.6%
C H Bar :- Income	1,690	15,384	15,000	(384)			102.6%
3000 Bar Purchases	894	7,513	7,500	(13)		(13)	100.2%
3010 Salaries - Bar Staff	0	1,009	0	(1,009)		(1,009)	0.0%
3020 Bar Sundries	135	326	500	174		174	65.2%
3154 Maintenance	122	1,399	3,000	1,601		1,601	46.6%
C H Bar :- Indirect Expenditure	1,151	10,246	11,000	754	0	754	93.1%
Net Income over Expenditure	539	5,137	4,000	(1,137)			
403 C H Catering							
1075 Food and Beverage Income	2,538	8,692	3,000	(5,692)			289.7%
1100 Catering Income - Food	576	6,461	6,000	(461)			107.7%
C H Catering :- Income	3,113	15,153	9,000	(6,153)			168.4%
3100 Food and Beverage Costs	0	3,894	4,500	606		606	86.5%
4350 CH Kitchen Maintenance	880	1,120	2,500	1,380		1,380	44.8%
C H Catering :- Indirect Expenditure	880	5,014	7,000	1,986	0	1,986	71.6%
Net Income over Expenditure	2,233	10,139	2,000	(8,139)			
Grand Totals:- Income	25,536	4,038,005	1,596,405	(2,441,600)			252.9%
Expenditure	333,470	2,992,760	1,592,905	(1,399,855)	0	(1,399,855)	187.9%
Net Income over Expenditure	(307,934)	1,045,245	3,500	(1,041,745)			
Movement to/(from) Gen Reserve	(307,934)	1,045,245					

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 9 Date 31/12/2023

<u>Account</u>	<u>Sales/Income</u>	<u>Month Actual</u>	<u>YTD Actual</u>
1000	Main Hall	1,753	34,271
1001	Northbourne Room	384	8,951
1002	Ladygrove Room	597	22,531
1003	All Saints Room	676	7,829
1004	Park Room	309	3,986
1005	Weddings	0	592
1009	Events Package Income	0	8,476
1011	Orchard/Millbrook Room	87	1,277
1020	Other Income	192	3,349
1050	Bar Sales	1,690	15,384
1075	Food and Beverages Income	2,538	8,692
1100	Catering Income - Food	576	6,461
1176	Precept	0	1,331,855
1195	Miscellaneous Income	0	106
1196	Interest Received	9,892	44,719
1769	Willowbrook Income	4,750	70,321
1805	Income -Materials Fleet Meadow	0	98
1806	Income -Labour Fleet Meadow	400	2,679
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	0	10,000
3282	Allotment Rents	1,009	19,936
3383	Cemetery Fees	685	18,620
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	25,536	4,038,005

<u>Account</u>	<u>Indirect/Overhead Expenditure</u>		
1101	Salaries - Admin	17,571	177,068
1102	Salaries - Admin Er's NI	1,826	18,313
1103	Salaries - Admin Er's Superann	3,813	38,010
1104	Agency Staffing	1,202	10,042
1108	Training and Conferences	266	5,635
1109	Staff Travel	221	2,849
1111	Rate Admin Offices	720	6,484
1121	Telephone/Fax/Internet	291	2,466
1123	Stationery	53	1,762
1124	Subscriptions	0	4,127
1125	Insurance	0	24,733
1126	Photocopier	444	1,908
1128	Postage-Frinking	0	396
1129	Miscellaneous Admin Costs	0	280
1132	Outside Service Provider HR/HS	0	1,200
1152	Bank Charges	236	1,822
1155	Internal Audit	0	500

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 9 Date 31/12/2023

	Month Actual	YTD Actual
1157	External Audit	0
1158	Legal & Professional Fees	350
1159	Accounting Support	0
1160	IT Maintenance/Website	1,429
1171	Contingency	0
1173	Green Projects	0
1197	Office water cooler	35
1205	Members Training	0
1206	Mayors Allowance	0
1235	Civic Functions	0
1269	Election Costs	0
1271	CCTV Contribution	0
1701	Salaries Willowbrook	3,579
1702	Employers NI Willowbrook	0
1703	Employers Superann Willowbrook	129
1710	Willowbrook Business Rates	0
1720	Willowbrook Contracts	335
1725	Willowbrook ICT/Internet	79
1730	Willowbrook Equipment	123
1766	Willowbrook Utilities	2,278
1767	Willowbrook Site Maintenance	672
1866	Materials - Fleet Meadow	0
1944	Christmas Lights	2,897
1947	Office Equipment & Furniture	0
1948	PWLB-Repayments	0
1949	PWLB-Interest	0
1952	Groundskeeping Equipment	0
1953	CAP - Solar Panels	0
1955	CAP - Edmonds Park Pavilion	226,879
2165	Remembrance Parade & Service	291
2187	Summer Fayre	0
3000	Bar Purchases	894
3010	Salaries - Bar Staff	0
3020	Bar Sundries	135
3100	Food and Beverage Costs	0
3101	Salaries - Works	18,813
3102	Salaries - Works Er's NI	1,596
3103	Salaries - Works Er's Superann	4,031
3108	Staff Travel	103
3120	Protective Clothing	248
3127	Subscriptions	0
3140	Vehicle Insurance	0
3141	Vehicle Fuel	752
3144	Equipment & Small Tools	33
3145	Machinery Costs	312
3148	Bus Shelter Contract	0
3149	Bark Top-up	0
3150	Plants	0
3151	Water Charges	640
3152	Electricity	0
3153	Play Equipment Maintenance	6,414
3154	Maintenance	2,326

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 9 Date 31/12/2023

	<u>Month Actual</u>	<u>YTD Actual</u>
3155 Security	160	1,736
3157 Dog Fouling Clean-up Service	277	2,461
3158 Trees	0	500
3162 Football pitch maintenance	508	3,222
3165 Ladygrove Lakes	0	7,949
3166 Millennium Wood Upkeep	0	2,985
3168 Street Furniture Maintenance	0	3,390
3170 Waste Recycling	0	5,717
3188 Grant Aid Fund	11,000	40,784
3244 Allotment Maintenance	380	1,841
3250 Allotment -Polytunnel	0	1,800
3340 Rates - Cemetery	181	1,267
4001 Salaries - Civic Hall	7,492	53,418
4002 Salaries - Civic Hall Er's Ni	270	2,346
4003 Salaries - C.Hall Er's Superan	1,067	9,329
4012 Water Charges	0	(3,049)
4014 Light & Heat	3,694	22,424
4015 Cleaning and Hygiene	2,153	21,931
4018 Waste Disposal	257	3,340
4022 Telephone	0	50
4023 Licenses	0	2,919
4024 Event Costs	0	150
4042 Equipment	160	1,364
4043 Repairs and Maintenance	1,416	34,455
4044 Maintenance Contracts	413	17,705
4045 Repair/Upgrade PA System	0	349
4052 Accountancy Charges	255	1,449
4054 NNDR	0	(12,096)
4105 Stationery	0	(2)
4350 CH Kitchen Maintenance	880	1,120
9034 Ford Ranger Pick Up	0	2,143
9039 Ransomes HR300 Rotary	0	3,397
9045 Ransomes Parkway 3	0	1,539
9059 Bus shelters	0	195
9062 John Deere Gator	891	4,210
9063 ALKE ATX 340 ED	0	285
32518 Edmonds Park	0	(700)
32525 Pavilion build	0	7,680
99028 Tfr to EMR CiL	0	4,461
99029 Tfr to EMR Elections	0	34,260
99120 Tfr from EMR Building Repair	0	(66,101)
99124 Tfr from EMR Ladygrove Lakes	0	(3,328)
99126 Tfr from EMR L'grove Staging	0	(1,800)
99127 Tfr from EMR Building Proj Fee	0	(34,260)
99128 Tfr from EMR CiL	0	(48,896)
99129 Tfr from EMR Elections	0	(35,596)
99134 Tfr from EMR Community Project	0	(7,000)
99152 Tfr from EMR Pavilions	0	(1,953)
99160 Tfr from EMR Grounds Equip	0	(2,420)
Total Indirect/Overhead Expenditure	333,470	2,992,760

Detailed Profit and Loss Account - Excluding Stock Movement

Month 9 Date 31/12/2023

		<u>Month Actual</u>	<u>YTD Actual</u>
Operating Profit		(307,934)	1,045,245
% Operating Profit		-1,205.86%	25.89%
<u>Account</u>	<u>Other Costs & Income</u>		
99999	Discounts	0	(1)
Total Other Costs & Income		0	(1)
Profit before Appropriations		(307,934)	1,045,246
% Profit before Appropriations		-1,205.86%	25.89%

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Purchase Ledger Aged Account Balances

User: RLB

Outstanding Balances by Month as at 31/12/2023

A/C Code	Supplier Name	Balance	Dec 2023	Nov 2023	Oct 2023	Prior Months	On A/c Pymnts
Ledger No 1: Bought Ledger 1							
B05	BT 45763302	1,534.72	59.88	0.00	0.00	1,474.84	0.00
BBITS	BBITS	180.00	180.00	0.00	0.00	0.00	0.00
BGAS-	BRIT GAS 603752622	2,663.48	2,663.48	0.00	0.00	0.00	0.00
BMSCONTR	BMS CONTROL SYSTEMS	600.00	0.00	600.00	0.00	0.00	0.00
BOC	BOC	161.80	161.80	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	537.60	0.00	0.00	0.00	0.00	0.00
CORONA	CORONA ENERGY	4,551.57	0.00	0.00	0.00	4,551.57	0.00
CW-ASR302	CASTLE WATER 2288227	-204.91	33.00	33.20	30.76	-168.55	-166.52
CW-CH401	CASTLE WATER 2332129	712.02	0.00	0.00	712.02	0.00	0.00
CW-CRA302	CASTLE WATER 2325652	-336.65	0.00	0.00	0.00	-336.65	0.00
CW-EP304	CASTLE WATER 2564747	-122.11	-0.63	-130.03	0.00	0.00	0.00
CW-LP306	CASTLE WATER 2279303	-2,570.53	0.00	0.00	0.00	-2,612.65	0.00
CW-NRA302	CASTLE WATER 2286236	-89.02	0.00	-89.02	0.00	0.00	0.00
CW-PAV304	CASTLE WATER 2266434	14.79	14.79	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	327.84	327.84	0.00	0.00	0.00	0.00
DIRECT	DIRECT 365	122.04	122.04	0.00	0.00	0.00	0.00
ECOLECTRIC	ECO ELECTRICAL	549.56	549.56	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
F01	FLEET	609.30	609.30	0.00	0.00	0.00	0.00
GRUNDON	GRUNDON WASTE	969.55	478.78	490.77	0.00	0.00	0.00
GS MECHANIGS	MECHANICAL LTD	714.60	714.60	0.00	0.00	0.00	0.00
M50	MICROSHADE	373.44	0.00	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
P44	POLAR COOLING	270.00	270.00	0.00	0.00	0.00	0.00
R31	RABBITS	349.20	0.00	349.20	0.00	0.00	0.00
S71	SPALDINGS	93.39	0.00	0.00	0.00	0.00	0.00
S86	SUN WATER	42.49	42.49	0.00	0.00	0.00	0.00
S90	SEDRAM SUPPLIES	438.00	0.00	438.00	0.00	0.00	0.00
S101	SCREWFIX	39.23	39.23	0.00	0.00	0.00	0.00
SCOOP	SCOOP ELECTRICAL SVC	31.02	0.00	0.00	0.00	0.00	0.00
SHIELD	SHIELD MAINTENANCE	564.71	564.71	0.00	0.00	0.00	0.00
SSE-WB108	SSE 8700080175 01908	2,128.80	0.00	0.00	0.00	0.00	-11.14
T35	TOTAL PEST CONTROL	288.00	0.00	0.00	0.00	0.00	0.00
THREE	THREE	34.56	34.56	0.00	0.00	0.00	0.00
VITAPLAY	VITA PLAY	7,336.40	7,336.40	0.00	0.00	0.00	0.00
Total Purchase		16,984.86	17,851.45	1,692.12	742.78	-6,632.63	-216.12
TOTAL PURCHASE LEDGER BALANCES		16,984.86	17,851.45	1,692.12	742.78	-6,632.63	-216.12

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Sales Ledger Aged Account Balances

User: RLB

Outstanding Balances by Month as at 31/12/2023

A/C Code	Customer Name	Balance	Dec 2023	Nov 2023	Oct 2023	Prior Months	On A/c Pymnts
Ledger No 1: Bookings							
AAAAGEUK	AGE UK	586.00	120.12	0.00	484.08	-18.20	0.00
AAAYCSW	YOUNG CARERS SUPPORT	63.00	0.00	0.00	0.00	63.00	0.00
AABFYC	BE FREE YOUNG CARERS	104.58	0.00	0.00	0.00	203.28	-98.70
AABSOU	BERNADINE SOUL	260.05	260.05	0.00	0.00	0.00	0.00
AADCP	DCP	120.60	0.00	0.00	0.00	120.60	0.00
AAJADMO	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
AAMYP	MY PILATES FLOW	166.88	166.88	0.00	0.00	0.00	0.00
AAOCFA	JANE HOSKINS	219.60	0.00	0.00	0.00	219.60	0.00
AAOD	OXFORD DIOCESE	-59.00	0.00	0.00	0.00	78.00	-137.00
AARC&TST	RAILWAYCORRESPONDENC	67.56	67.56	0.00	0.00	0.00	0.00
AARCOUNCI	RIVERSIDECOUNSELLING	2,348.48	2,361.20	283.10	0.00	137.72	-433.54
AASA	STYLE ACRE	525.73	179.64	0.00	0.00	726.27	-380.18
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	144.54	162.54	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
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
AUTISMM	AUTISMM	110.16	110.16	0.00	0.00	0.00	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
CIRCLESSE	CIRCLES	70.56	70.56	0.00	0.00	0.00	0.00
DBC	DBC	16.99	0.00	16.99	0.00	0.00	0.00
DEERSPIRIT	DEERSPIRIT	50.40	0.00	0.00	0.00	50.40	0.00
DID SPEAK	DIDCOT SPEAKERS	236.93	58.66	0.00	58.66	413.71	-294.10
DIDCOTCASJ	DIDCOT CASUALS JUN	-80.00	0.00	0.00	0.00	-80.00	0.00
DIDCOTU3A	U3AR	16.99	0.00	16.99	0.00	0.00	0.00
DIDU3A	DIDCOT U3A	22.08	0.00	0.00	0.00	22.08	0.00
ELUWAH	ELUWAH	25.20	0.00	0.00	25.20	0.00	0.00
FLB	BELLO	682.64	0.00	0.00	0.00	682.64	0.00
GILFROST	GILPILATES	321.30	321.30	0.00	0.00	0.00	0.00
GOSPELC	GOSPEL	-67.20	-67.20	0.00	0.00	0.00	0.00
HARWELLSH	HARWELLS	80.64	0.00	0.00	0.00	80.64	0.00
HEADSPEAC	HSPEACH	201.60	201.60	0.00	0.00	0.00	0.00
HFTCLARE	HFTCLARE	1,213.80	143.64	722.40	100.80	246.96	0.00
HTC	HTC	16.99	0.00	16.99	0.00	0.00	0.00
JAMIEC	JAMIEOXCC	72.00	0.00	0.00	0.00	72.00	0.00
JERLLOYD	JERESAND VALE	429.63	0.00	0.00	0.00	429.63	0.00
JOALLMOND	JOALLMO	15.00	0.00	0.00	0.00	15.00	0.00
KINGDOMPR	KINGDOM	112.00	0.00	0.00	0.00	112.00	0.00
KRC-COOP2	COOP MEMORIALS	125.00	125.00	0.00	0.00	0.00	0.00
MARSHOCC	TMARSH	151.88	0.00	0.00	0.00	151.88	0.00
Sub Total C/Fwd		9,330.13	4,566.31	1,056.47	668.74	5,256.69	-2,218.08

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Outstanding Balances by Month as at 31/12/2023

A/C Code	Customer Name	Balance	Dec 2023	Nov 2023	Oct 2023	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	9,330.13	4,566.31	1,056.47	668.74	5,256.69	-2,218.08
Ledger No 1: Bookings (Continued)							
MISC	MISCELLANEOUS RECEIP	-69.00	0.00	0.00	0.00	0.00	-69.00
MULBERRY	MULBERRYB	147.84	0.00	147.84	0.00	0.00	0.00
NATSOUL	NATSOUL	65.28	65.28	0.00	0.00	0.00	0.00
OCCCHIARA	OCCHIARA	43.20	0.00	43.20	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	0.00	196.80	0.00
OXMINDSAR	MINDSARA	99.60	0.00	0.00	15.60	84.00	0.00
PAULLATHA	PLATHAM	-19.20	0.00	0.00	9.60	9.60	-38.40
PHOENIX	DIDCOT PHOENIX DRAMA	983.44	845.20	138.24	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
SEEMAGDA	SEEMAGDA	116.70	116.70	0.00	0.00	0.00	0.00
SEN	CHILDEDUOCC	861.80	0.00	0.00	147.00	714.80	0.00
SLIMWORLD	SLIMWORLD	267.28	267.28	0.00	0.00	0.00	0.00
SODCCULLIF	CULLIFORD	64.50	0.00	0.00	0.00	64.50	0.00
SODCNEWC	NEWCOMB	339.57	0.00	0.00	339.57	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	14,110.78	6,286.41	1,385.75	1,180.51	7,862.57	-2,604.46
	TOTAL SALES LEDGER BALANCES	14,110.78	6,286.41	1,385.75	1,180.51	7,862.57	-2,604.46

List of Payments made between 01/12/2023 and 31/12/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/12/2023	SODC Cemetery Rates	Std Ord	181.00		SODC Cemetery Rates - 5025071
01/12/2023	SODC Office Rates	Std Ord	720.00		SODC Office Rates - 5335613
07/12/2023	Mow Sure Training Ltd	EBP14	360.00		4757/Lantra Engine course
07/12/2023	Printerland	EBP16	468.00		4736/HP Laserjet Printer x2
07/12/2023	Free Christmas Day Lunch	EBP27	500.00		4786/Free Xmas Day Lunch
07/12/2023	Rehabilitation Services Trust	EBP28	7,110.00		4787/RST Restore F&GP Nov23
11/12/2023	Barclaycard Charges Nov2023	DD	144.47		Barclaycard Charges Nov2023
12/12/2023	British Gas A/c 603752622	DD1	2,472.62		4792/Gas603752622 15Oct-14Nov
13/12/2023	Air IT Limited	EBP1	1,435.70		4743/Internet line Nov2023
13/12/2023	All Pump Solutions	EBP2	1,080.00		4744/Pump annual service/mntnc
13/12/2023	BH DOORS	EBP3	420.00		4745/Service automatic doors
13/12/2023	Collard Environmental Ltd	EBP4	552.00		4747/Waste disposal 17Nov
13/12/2023	DIDCOT PLANT LTD	EBP5	329.40		4748/Road close signs/barriers
13/12/2023	Eco-Lectrical Services Ltd	EBP6	774.36		4749/Replace bollard W'brook
13/12/2023	EE Limited	EBP7	109.78		4750/Mobile phone charges
13/12/2023	Fleet Meadow Community Hall Tr	EBP8	1,954.86		4751/Hall income Oct2023
13/12/2023	GreenDay Energy Ltd	EBP9	132.00		4752/Display Energy Cert renew
13/12/2023	Grundon Waste Management Ltd	EBP10	587.86		4734/Waste disposal Oct2023
13/12/2023	G S Mechanical Ltd	EBP11	240.00		4772/Heating maintenance
13/12/2023	K & K Warehouse	EBP12	311.04		4753/Hi-Viz jackets
13/12/2023	Millbrook Property Services	EBP13	324.00		4756/Window cleaning Nov23
13/12/2023	OALC	EBP15	72.00		4774/Procurement course
13/12/2023	Ricoh	EBP17	23.19		4758/Copier rental Nov-Jan
13/12/2023	Royal British Legion Poppy App	EBP18	27.50		4737/Poppy wreath
13/12/2023	Rodells Ltd	EBP19	300.00		4760/Lightning protect service
13/12/2023	Seldram Supplies	EBP20	285.70		4764/Cleaning supplies
13/12/2023	Scofell Commercial Landscapes	EBP21	240.00		4761/Stump removal
13/12/2023	S R Cooper	EBP22	116.28		4763/Electrical works
13/12/2023	Travis Perkins Trading Company	EBP23	95.67		4769/Postcrete, barrier tape
13/12/2023	Three Business Services	EBP24	37.48		4767/Mobile phones charges adj
13/12/2023	Vita Play Limited	EBP25	4,266.60		4770/Replace cargo net
13/12/2023	Wellers Hedleys	EBP26	1,163.60		4771/Northbrook Comm Cnt fees
13/12/2023	SSE Energy Supply Ltd Ref 8700	EBP33	649.30		4790/Gas8700158539 Oct2023
13/12/2023	SSE Energy Supply Ref 87001724	EBP34	298.33		4789/Ac8700172407 27Jul-6Nov
13/12/2023	SOUTH OXFORDSHIRE DISTRICT	EBP35	668.23		4788/CCTV Contrib'n Q2 23-24
13/12/2023	Salaries December 2023	EBP	37,820.45		Salaries December 2023
15/12/2023	HMRC PAYE/NI Nov2023	EBP	20,473.26		HMRC PAYE/NI Nov2023
15/12/2023	OCC Superann Nov2023	EBP	17,606.46		OCC Superann Nov2023
18/12/2023	Midcounties Co-Op	DD	840.22		Midcounties Co-Op Fuel Oct2023
18/12/2023	Castle Water TW1745348333	DD2	102.65		4879/Water2291083 10Oct-29Feb
18/12/2023	Castle Water TW9929225033	DD3	575.71		4854/Water2333128 10Oct-29Feb
19/12/2023	Sloane Curtis Solutions Ltd	DD4	138.29		4826/Phone charges
20/12/2023	LIFE Build Solutions Limited	EBP29	150,000.00		4810/Interim application no 7
20/12/2023	K Dowling	EBP	350.00		K Dowling -O/Srvcs Interviews
21/12/2023	LIFE Build Solutions Limited	EBP30	150,000.00		4810/Interim application no 7
22/12/2023	LIFE Build Solutions Limited	EBP31	109,035.60		4810/Interim application no 7
22/12/2023	Ridge & Partners LLP	EBP32	9,977.80		4813/Prof fees pymnt 8
22/12/2023	BOC	DD5	34.02		4791/Bar gas bottle

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Date: 10/01/2024

Didcot Town Council

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Time: 12:34

Unity Current Account

List of Payments made between 01/12/2023 and 31/12/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/12/2023	Barclaycard Account	DD	712.59		Barclaycard Commercial
28/12/2023	Benson Sawmills Ltd	EBP1	450.00		4823/Install Xmas Tree
28/12/2023	Blachere	EBP2	2,474.88		4824/Xmas lights removal/store
28/12/2023	Collard Environmental Ltd	EBP3	1,484.26		4797/Waste disposal 27Nov
28/12/2023	DCK Accounting Solutions Ltd	EBP4	1,114.08		4798/Contract accounts Nov23
28/12/2023	DCK Payroll Solutions Ltd	EBP5	430.68		4799/Payroll services Nov23
28/12/2023	Espo	EBP6	31.08		4801/Stationery
28/12/2023	Externiture Ltd	EBP7	234.00		4803/Bus shelter cleaning
28/12/2023	Ever Brite Cleaning Services L	EBP8	2,535.54		4802/Cleaning services Nov23
28/12/2023	Farol Limited	EBP9	1,069.01		4825/OE69EHJ heater repairs
28/12/2023	Hawkins Roofing Ltd	EBP10	4,345.54		4806/Water ingress works
28/12/2023	Paul Hill	EBP11	50.00		4807/Straw bales
28/12/2023	Infinity Playgrounds Ltd	EBP12	756.00		4808/Smallbone remedial work
28/12/2023	K & K Warehouse	EBP13	41.87		4809/Protective clothing
28/12/2023	Lyreco UK Limited	EBP14	472.35		4811/Stationery
28/12/2023	Mobile Mini	EBP15	83.42		4812/Storage unit 20Nov-17Dec
28/12/2023	SOUTH OXFORDSHIRE DISTRICT	EBP16	24,133.70		4818/Election costs May2023
28/12/2023	Spaldings (UK) Limited	EBP17	70.46		4827/Stihl chain loop
28/12/2023	Seldram Supplies	EBP18	103.13		4815/Toilet rolls
28/12/2023	S R Cooper	EBP19	55.20		4814/Electrical works
28/12/2023	Shield Maintenance Ltd	EBP20	523.10		4817/Sanitary waste disposal
28/12/2023	Travis Perkins Trading Company	EBP21	23.06		4821/Plywood -Smallbone
28/12/2023	Total Pest Control (UK) Ltd	EBP22	780.00		4828/Quarterly pest control
28/12/2023	White Horse Brewery Co Ltd	EBP23	89.40		4822/Bar supplies
28/12/2023	Castle Water Limited	EBP24	41.97		4881/Water3170900 Nov2023
28/12/2023	SSE Energy Supply Ltd	EBP25	3,003.34		4883/Ac8700145386 Nov2023
28/12/2023	Shaun Roberts	EBP26	160.00		4870/Security services
29/12/2023	Unity Bank Manual Credit Fee	DR	14.10		Unity Bank Manual Credit Fee
31/12/2023	Unity Bank Service Charge	DR	83.10		Unity Bank Service Charge
Total Payments			570,771.29		

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Date: 10/01/2024

Didcot Town Council

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Time: 13:54

Civic Hall Current Account

List of Payments made between 01/12/2023 and 31/12/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/12/2023	Direct 365	DD1	122.04		4800/Hand dryers 12Nov-11Dec
22/12/2023	Matthew Clark	DD2	863.04		4865/Bar supplies
29/12/2023	Unity Bank Manual Credit Fee	DR	7.80		Unity Bank Manual Credit Fee
31/12/2023	Unity Bank Service Charge	DR	53.85		Unity Bank Service Charge
Total Payments			<u>1,046.73</u>		

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Didcot Town Council

Bank - Cash and Investment Reconciliation as at 31 January 2024

	<u>Account Description</u>	<u>Balance</u>	
<u>Bank Statement Balances</u>			
1	31/01/2024	Unity Trust Current Account	421,705.22
4	31/01/2024	Unity Bank Civic Hall Account	106,197.64
5	31/01/2024	CCLA Public Sector Deposit Fun	1,269,925.55
7	31/01/2024	Barclaycard Commercial	-1,609.58
			1,796,218.83
<u>Other Cash & Bank Balances</u>			
		Civic Hall Bar Floats	260.00
		Petty Cash	10.47
			270.47
			1,796,489.30
<u>Receipts not on Bank Statement</u>			
0	31/01/2024	All Receipts Cleared	0.00
			0.00
<u>Closing Balance</u>			
			1,796,489.30
<u>All Cash & Bank Accounts</u>			
1		Unity Current Account	421,705.22
2		Santander	0.00
3		Income Cash Book	0.00
4		Civic Hall Current Account	106,197.64
5		CCLA Deposit Fund	1,269,925.55
6		Barclaycard - NOT IN USE	0.00
7		Barclaycard Account	-1,609.58
		Other Cash & Bank Balances	270.47
		Total Cash & Bank Balances	1,796,489.30

**Bank Reconciliation Statement as at 31/01/2024
for Cashbook 1 - Unity Current Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Current Account	31/01/2024	28	421,705.22
			<u>421,705.22</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			421,705.22
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			421,705.22
		Balance per Cash Book is :-	421,705.22
		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: 31/01/2024

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](https://www.unity.co.uk)

Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/12/2023		Balance brought forward	£0.00	£0.00	£504,707.86
02/01/2024	Direct Debit	Direct Debit (SOUTH OXFORDSHIRE)	£181.00	£0.00	£504,526.86
02/01/2024	Direct Debit	Direct Debit (SOUTH OXFORDSHIRE)	£720.00	£0.00	£503,806.86
02/01/2024	Direct Debit	Direct Debit (JOHN DEERE BANK)	£328.01	£0.00	£503,478.85

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Statement number 028

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
02/01/2024	Standing Order	S/O to: Personnel Advice	£120.00	£0.00	£503,358.85
03/01/2024	Direct Debit	Direct Debit (CASTLE WATER LTD)	£14.79	£0.00	£503,344.06
03/01/2024	Credit	Stokes Fiona	£0.00	£74.00	£503,418.06
04/01/2024	Credit	BCARD8276784030124 BCARD	£0.00	£61.00	£503,479.06
05/01/2024	Direct Debit	Direct Debit (BARCLAYCARD)	£30.00	£0.00	£503,449.06
05/01/2024	Credit	BCARD8276784040124 BCARD	£0.00	£1,133.46	£504,582.52
05/01/2024	Credit	M J DIDCOCK FUNE	£0.00	£970.00	£505,552.52
08/01/2024	Credit	LIMBU H N	£0.00	£55.50	£505,608.02
08/01/2024	Credit	COWLEY S	£0.00	£53.00	£505,661.02
08/01/2024	Credit	Solek Monika	£0.00	£37.00	£505,698.02
08/01/2024	Credit	BCARD8276784050124 BCARD	£0.00	£1,170.00	£506,868.02
08/01/2024	Credit	MUZANENHAMO A	£0.00	£52.50	£506,920.52
08/01/2024	Credit	Parsons Kevin	£0.00	£52.50	£506,973.02
08/01/2024	Credit	David Hunt	£0.00	£52.50	£507,025.52
09/01/2024	Credit	BCARD8276784080124 BCARD	£0.00	£132.86	£507,158.38
10/01/2024	Direct Debit	Direct Debit (BARCLAYCARD)	£63.10	£0.00	£507,095.28
10/01/2024	Credit	LOW D CP	£0.00	£52.50	£507,147.78
10/01/2024	Credit	Few Charlene	£0.00	£34.00	£507,181.78
10/01/2024	Credit	BCARD8276784090124 BCARD	£0.00	£157.50	£507,339.28
11/01/2024	Direct Debit	Direct Debit (BRITISH GAS BUSINE)	£2,663.48	£0.00	£504,675.80
11/01/2024	Faster Payment Debit	B/P to: Ridge Partners	£13,097.80	£0.00	£491,578.00
11/01/2024	Faster Payment Debit	B/P to: LIFE Build Solutio	£95,436.00	£0.00	£396,142.00
11/01/2024	Credit	K Unwin	£0.00	£52.50	£396,194.50
12/01/2024	Faster Payment Debit	B/P to: LIFE Build Solutio	£150,000.00	£0.00	£246,194.50

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Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
12/01/2024	Credit	BCARD8276784110124 BCARD	£0.00	£311.34	£246,505.84
12/01/2024	Credit	K Lenkiewicz	£0.00	£52.50	£246,558.34
12/01/2024	Credit	Inward Payment CCLA INVESTMENT MANAGEMENT LIMITED	£0.00	£258,533.80	£505,092.14
15/01/2024	Direct Debit	Direct Debit (BARCLAYCARD)	£246.00	£0.00	£504,846.14
15/01/2024	Credit	Post Office Cash Deposit 099137 099137	£0.00	£110.00	£504,956.14
15/01/2024	Credit	J Cha	£0.00	£52.50	£505,008.64
16/01/2024	Faster Payment Debit	B/P to: DCK Payroll Solut	£36,891.36	£0.00	£468,117.28
16/01/2024	Credit	Credit 000055	£0.00	£125.00	£468,242.28
16/01/2024	Credit	J Furtado Vieira	£0.00	£105.00	£468,347.28
17/01/2024	Direct Debit	Direct Debit (BARCLAYCARD)	£40.00	£0.00	£468,307.28
17/01/2024	Credit	BARKER J T M	£0.00	£635.00	£468,942.28
18/01/2024	Direct Debit	Direct Debit (THE MIDCOUNTIES CO)	£707.01	£0.00	£468,235.27
18/01/2024	Faster Payment Debit	B/P to: HMRC Shipley	£10,781.94	£0.00	£457,453.33
18/01/2024	Faster Payment Debit	B/P to: OCC Pension Fund	£11,777.63	£0.00	£445,675.70
18/01/2024	Credit	Ashley Edwards	£0.00	£37.00	£445,712.70
19/01/2024	Direct Debit	Direct Debit (GOCARDLESS)	£138.06	£0.00	£445,574.64
19/01/2024	Faster Payment Debit	B/P to: MJ Didcock	£225.00	£0.00	£445,349.64
19/01/2024	Faster Payment Debit	B/P to: Spaldings Limited	£373.99	£0.00	£444,975.65
19/01/2024	Faster Payment Debit	B/P to: First Rescue Train	£136.80	£0.00	£444,838.85
19/01/2024	Faster Payment Debit	B/P to: Collard Environmen	£276.00	£0.00	£444,562.85
19/01/2024	Faster Payment Debit	B/P to: Seldram Supplies	£178.11	£0.00	£444,384.74
19/01/2024	Faster Payment Debit	B/P to: Executive Alarms L	£166.80	£0.00	£444,217.94
19/01/2024	Faster Payment Debit	B/P to: McFarlane Telfer	£1,056.00	£0.00	£443,161.94

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
19/01/2024	Transfer	B/P to: FMCHT	£2,257.89	£0.00	£440,904.05
19/01/2024	Faster Payment Debit	B/P to: Blachere Illuminat	£552.00	£0.00	£440,352.05
19/01/2024	Faster Payment Debit	B/P to: Kejun Guo	£175.00	£0.00	£440,177.05
19/01/2024	Faster Payment Debit	B/P to: Air IT Ltd	£1,435.70	£0.00	£438,741.35
19/01/2024	Faster Payment Debit	B/P to: EE Limited	£115.98	£0.00	£438,625.37
19/01/2024	Faster Payment Debit	B/P to: Microshade Busines	£373.44	£0.00	£438,251.93
19/01/2024	Faster Payment Debit	B/P to: OSAVCAB Current	£11,000.00	£0.00	£427,251.93
19/01/2024	Faster Payment Debit	B/P to: Mobile Mini	£166.84	£0.00	£427,085.09
19/01/2024	Faster Payment Debit	B/P to: Infinity Playgroun	£1,908.00	£0.00	£425,177.09
19/01/2024	Faster Payment Debit	B/P to: Trade UK	£74.09	£0.00	£425,103.00
19/01/2024	Faster Payment Debit	B/P to: Ricoh UK Ltd	£532.66	£0.00	£424,570.34
19/01/2024	Faster Payment Debit	B/P to: Sun Water Coolers	£6.60	£0.00	£424,563.74
19/01/2024	Faster Payment Debit	B/P to: S R Cooper	£114.88	£0.00	£424,448.86
19/01/2024	Faster Payment Debit	B/P to: Natasha Ashwin	£67.20	£0.00	£424,381.66
19/01/2024	Faster Payment Debit	B/P to: White Horse Brewer	£111.60	£0.00	£424,270.06
19/01/2024	Faster Payment Debit	B/P to: SSE Energy Supply	£1,429.56	£0.00	£422,840.50
19/01/2024	Faster Payment Debit	B/P to: D C Whorley	£257.12	£0.00	£422,583.38
19/01/2024	Faster Payment Debit	B/P to: Evac+Chair Interna	£121.20	£0.00	£422,462.18
19/01/2024	Faster Payment Debit	B/P to: Polar Cooling Serv	£180.00	£0.00	£422,282.18
19/01/2024	Faster Payment Debit	B/P to: Eastern Shires Pur	£41.64	£0.00	£422,240.54
19/01/2024	Credit	BCARD8276784180124 BCARD	£0.00	£170.92	£422,411.46
22/01/2024	Direct Debit	Direct Debit (BCARD COMMERCIAL)	£1,557.41	£0.00	£420,854.05
22/01/2024	Credit	L King	£0.00	£52.50	£420,906.55
23/01/2024	Credit	BCARD8276784220124 BCARD	£0.00	£202.86	£421,109.41

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
25/01/2024	Direct Debit	Direct Debit (BOC MANCHESTER ACC)	£161.80	£0.00	£420,947.61
26/01/2024	Credit	BCARD8276784250124 BCARD	£0.00	£43.92	£420,991.53
26/01/2024	Credit	M J DIDCOCK FUNE	£0.00	£60.00	£421,051.53
29/01/2024	Credit	Desouza Sharayna	£0.00	£18.50	£421,070.03
29/01/2024	Credit	BCARD8276784260124 BCARD	£0.00	£385.36	£421,455.39
29/01/2024	Credit	HELSTROM G MRS	£0.00	£40.50	£421,495.89
30/01/2024	Direct Debit	Direct Debit (JOHN DEERE BANK)	£328.01	£0.00	£421,167.88
30/01/2024	Credit	Post Office Cash Deposit 099137 099137	£0.00	£237.60	£421,405.48
30/01/2024	Credit	MISS C M COX MR	£0.00	£52.50	£421,457.98
31/01/2024	Standing Order	S/O to: Personnel Advice	£120.00	£0.00	£421,337.98
31/01/2024	Credit	HMRC VAT	£0.00	£190.24	£421,528.22
31/01/2024	Credit	A Witczak	£0.00	£52.50	£421,580.72
31/01/2024	Credit	BCARD8276784300124 BCARD	£0.00	£50.50	£421,631.22
31/01/2024	Credit	SOFEA	£0.00	£74.00	£421,705.22

[Handwritten signature]

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**Bank Reconciliation Statement as at 31/01/2024
for Cashbook 4 - Civic Hall Current Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Bank Civic Hall Account	31/01/2024	28	106,197.64
			<u>106,197.64</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			106,197.64
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			106,197.64
		Balance per Cash Book is :-	106,197.64
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date: 14/02/2024

Didcot Town Council

Page: 244

Time: 11:49

Cashbook 4

User: RLB

Civic Hall Current Account

For Month No: 10

Payments for Month 10

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>
02/01/2024	Direct 365	DD1	122.04	122.04		500			4884/Hand dryers 12Dec-11Jan
22/01/2024	TV Licence	DD	159.00			4023	401	159.00	TV Licence
26/01/2024	Matthew Clark	DD2	989.02	989.02		500			4949/Bar supplies
Total Payments for Month			1,270.06	1,111.06	0.00			159.00	
Balance Carried Fwd			106,197.64						
Cashbook Totals			107,467.70	1,111.06	0.00			106,356.64	

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Your Account Statement



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

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

Date: 31/01/2024

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

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

Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/12/2023		Balance brought forward	£0.00	£0.00	£81,245.88
02/01/2024	Direct Debit	Direct Debit (DIRECT 365 ONLINE)	£122.04	£0.00	£81,123.84
02/01/2024	Credit	Bernadine Soul School of Dancing	£0.00	£260.05	£81,383.89
02/01/2024	Credit	ABINGDON FREESTY	£0.00	£79.20	£81,463.09

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Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
02/01/2024	Credit	FROST GA	£0.00	£321.30	£81,784.39
02/01/2024	Credit	DIDCOT TOWNSWOMENS	£0.00	£59.70	£81,844.09
02/01/2024	Credit	Didcot Runners	£0.00	£62.50	£81,906.59
03/01/2024	Credit	LAPWORTH BJ	£0.00	£267.28	£82,173.87
03/01/2024	Credit	STYLE ACRE	£0.00	£179.64	£82,353.51
03/01/2024	Credit	HOLLINGHAM IC	£0.00	£38.64	£82,392.15
04/01/2024	Credit	PHOENIX TAEKWOND	£0.00	£108.50	£82,500.65
04/01/2024	Credit	Adyen N.V.	£0.00	£2.95	£82,503.60
05/01/2024	Credit	Adyen N.V.	£0.00	£6.13	£82,509.73
05/01/2024	Credit	CIRCLES SOUTH EAST	£0.00	£70.56	£82,580.29
08/01/2024	Credit	AUTISM MENTORS LIMITED	£0.00	£110.00	£82,690.29
08/01/2024	Credit	Adyen N.V.	£0.00	£2.46	£82,692.75
08/01/2024	Credit	HF TRUST LIMITED	£0.00	£297.36	£82,990.11
08/01/2024	Transfer	OXFORD WEST ABIN	£0.00	£196.80	£83,186.91
09/01/2024	Credit	BABY SENSOR T/AS	£0.00	£119.00	£83,305.91
09/01/2024	Credit	MULBERRY BUSH ORG	£0.00	£147.84	£83,453.75
10/01/2024	Credit	LIMA SPORTS LTD	£0.00	£182.54	£83,636.29
10/01/2024	Credit	Adyen N.V.	£0.00	£14.53	£83,650.82
10/01/2024	Credit	LADYGROVE PARK PRI	£0.00	£306.00	£83,956.82
10/01/2024	Credit	AUTISM MENTORS LIMITED	£0.00	£183.60	£84,140.42
11/01/2024	Credit	Adyen N.V.	£0.00	£1.28	£84,141.70
11/01/2024	Credit	STYLE ACRE	£0.00	£126.00	£84,267.70
11/01/2024	Credit	Riverside Counsell	£0.00	£2,644.30	£86,912.00
12/01/2024	Credit	Adyen N.V.	£0.00	£22.70	£86,934.70

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
12/01/2024	Credit	ST JOHN AMBULANCE	£0.00	£572.78	£87,507.48
15/01/2024	Credit	Adyen N.V.	£0.00	£10.07	£87,517.55
15/01/2024	Credit	Riverside Counsell	£0.00	£982.00	£88,499.55
15/01/2024	Credit	Adyen N.V.	£0.00	£44.31	£88,543.86
15/01/2024	Credit	Adyen N.V.	£0.00	£862.57	£89,406.43
15/01/2024	Credit	SILVER SLIPPER C	£0.00	£174.38	£89,580.81
15/01/2024	Credit	OXFORD HEALTH	£0.00	£233.40	£89,814.21
15/01/2024	Credit	HF TRUST LIMITED	£0.00	£17.64	£89,831.85
15/01/2024	Credit	ROYAL SCHOOL FOR T	£0.00	£116.70	£89,948.55
15/01/2024	Credit	SHOWTIME CIRCUS DIDCOT	£0.00	£355.71	£90,304.26
15/01/2024	Credit	Bernadine Soul School of Dancing	£0.00	£2,033.63	£92,337.89
15/01/2024	Credit	Darren Colin	£0.00	£127.50	£92,465.39
15/01/2024	Credit	Darren Colin	£0.00	£3.00	£92,468.39
16/01/2024	Credit	BABY SENSOR T/AS	£0.00	£119.00	£92,587.39
16/01/2024	Credit	OSJCT	£0.00	£311.40	£92,898.79
17/01/2024	Credit	Adyen N.V.	£0.00	£26.63	£92,925.42
18/01/2024	Credit	Adyen N.V.	£0.00	£5.61	£92,931.03
18/01/2024	Credit	MY LOCAL PITCH LTD T A PLAYFINDER	£0.00	£7,346.31	£100,277.34
18/01/2024	Credit	MY LOCAL PITCH LTD T A PLAYFINDER	£0.00	£251.04	£100,528.38
18/01/2024	Credit	N Soul	£0.00	£65.28	£100,593.66
18/01/2024	Credit	Didcot Phoenix Dra	£0.00	£15.36	£100,609.02
18/01/2024	Credit	Didcot Phoenix Dra	£0.00	£15.36	£100,624.38
18/01/2024	Credit	Didcot Phoenix Dra	£0.00	£138.24	£100,762.62
18/01/2024	Credit	Didcot Phoenix Dra	£0.00	£52.80	£100,815.42

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
18/01/2024	Credit	Didcot Phoenix Dra	£0.00	£207.36	£101,022.78
19/01/2024	Credit	Adyen N.V.	£0.00	£22.56	£101,045.34
19/01/2024	Credit	OCC AP	£0.00	£235.80	£101,281.14
19/01/2024	Credit	S Richmond	£0.00	£114.24	£101,395.38
19/01/2024	Credit	S Richmond	£0.00	£114.24	£101,509.62
19/01/2024	Credit	Elaine Bywaters	£0.00	£97.92	£101,607.54
19/01/2024	Credit	Darren Colin	£0.00	£27.00	£101,634.54
19/01/2024	Credit	HOLLINGHAM IC	£0.00	£38.64	£101,673.18
19/01/2024	Credit	MIDTHAMES AREA QUAKERS	£0.00	£91.80	£101,764.98
22/01/2024	Direct Debit	Direct Debit (TV LICENCE DDA)	£159.00	£0.00	£101,605.98
22/01/2024	Credit	Mason Samantha	£0.00	£207.68	£101,813.66
22/01/2024	Credit	Adyen N.V.	£0.00	£33.27	£101,846.93
22/01/2024	Credit	Adyen N.V.	£0.00	£167.64	£102,014.57
22/01/2024	Credit	Adyen N.V.	£0.00	£165.88	£102,180.45
22/01/2024	Credit	STYLE ACRE	£0.00	£195.84	£102,376.29
22/01/2024	Credit	AGE UK OXFORDSHIRE	£0.00	£120.12	£102,496.41
22/01/2024	Credit	Post Office Cash Deposit 099137 099137	£0.00	£407.72	£102,904.13
23/01/2024	Credit	ABINGDON FREESTY	£0.00	£19.80	£102,923.93
23/01/2024	Credit	ABINGDON FREESTY	£0.00	£39.60	£102,963.53
23/01/2024	Credit	DIDCOT SPEAKERS	£0.00	£48.88	£103,012.41
23/01/2024	Credit	BABY SENSOR T/AS	£0.00	£119.00	£103,131.41
23/01/2024	Credit	ANDREWS RM	£0.00	£42.50	£103,173.91
23/01/2024	Credit	KP CHIRO SERVICES LIMITED	£0.00	£14.40	£103,188.31
24/01/2024	Credit	Adyen N.V.	£0.00	£3.74	£103,192.05

Page number 4 of 6

Statement number 028

**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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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
25/01/2024	Credit	OCC AP	£0.00	£194.40	£103,386.45
26/01/2024	Direct Debit	Direct Debit (MATTHEW CLARK BIBE)	£989.02	£0.00	£102,397.43
26/01/2024	Credit	Adyen N.V.	£0.00	£16.70	£102,414.13
26/01/2024	Credit	SODC ACCOUNTS PAYA	£0.00	£192.60	£102,606.73
26/01/2024	Credit	S IN MIND	£0.00	£181.60	£102,788.33
29/01/2024	Credit	Adyen N.V.	£0.00	£15.28	£102,803.61
29/01/2024	Credit	Adyen N.V.	£0.00	£156.70	£102,960.31
29/01/2024	Credit	ST JOHN AMBULANCE	£0.00	£1,635.70	£104,596.01
29/01/2024	Credit	ANDREWS RM	£0.00	£85.00	£104,681.01
29/01/2024	Credit	Didcot Phoenix Dra	£0.00	£569.68	£105,250.69
29/01/2024	Credit	MIDTHAMES AREA QUAKERS	£0.00	£91.80	£105,342.49
30/01/2024	Credit	PHOENIX TAEKWOND	£0.00	£120.00	£105,462.49
30/01/2024	Credit	PHOENIX TAEKWOND	£0.00	£156.50	£105,618.99
30/01/2024	Credit	OCC AP	£0.00	£253.20	£105,872.19
30/01/2024	Credit	BABY SENSOR T/AS	£0.00	£119.00	£105,991.19
30/01/2024	Credit	Post Office Cash Deposit 099137 099137	£0.00	£164.39	£106,155.58
30/01/2024	Credit	ABINGDON FREESTY	£0.00	£39.60	£106,195.18
31/01/2024	Credit	Adyen N.V.	£0.00	£2.46	£106,197.64

Bank Reconciliation Statement as at 31/01/2024
for Cashbook 5 - CCLA Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Public Sector Deposit Fun	31/01/2024		1,269,925.55
			<u>1,269,925.55</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,269,925.55
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,269,925.55
		Balance per Cash Book is :-	1,269,925.55
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 14/02/2024

Didcot Town Council

Page: 122

Time: 09:49

Cashbook 5

User: RLB

CCLA Deposit Fund

For Month No: 10

Payments for Month 10

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>
12/01/2024	Unity Current Account	Transfer	258,533.80			200		258,533.80	CCLA PSDF
Total Payments for Month			258,533.80	0.00	0.00			258,533.80	
Balance Carried Fwd			1,269,925.55						
Cashbook Totals			<u>1,528,459.35</u>	0.00	0.00			<u>1,528,459.35</u>	

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Receipts for Month 10

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 :		1,520,510.21					1,520,510.21	
Bacs	Banked: 03/01/2024	7,949.14						
Bacs	CCLA PSDF Dividend Reinvested	7,949.14			1196	120	7,949.14	CCLA PSDF Dividend Reinvested
Total Receipts for Month		7,949.14	0.00	0.00			7,949.14	
Cashbook Totals		<u>1,528,459.35</u>	<u>0.00</u>	<u>0.00</u>			<u>1,528,459.35</u>	



Statement of Account

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

12 February 2024

Account name: **DIDCOT TOWN COUNCIL-Didcot Town Council**
Account number: **PS3078634-001**
Statement period: **01/01/2024 to 31/01/2024**

Please find enclosed a statement of your account covering the period 1 January 2024 to 31 January 2024. This statement shows the value of your investments as at 31 January 2024.

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 statement) 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 31 January 2024	£1,269,925.55
Total valuation as at last statement at 1 January 2024	£1,520,510.21
Total income during the period	£7,949.14

Holdings as at 31 January 2024

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	1,269,925.5500	£1.00	£1,269,925.55
			Total value
			£1,269,925.55

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.

**Bank Reconciliation Statement as at 31/01/2024
for Cashbook 7 - Barclaycard Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclaycard Commercial	31/01/2024		-1,609.58
			<u>-1,609.58</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			-1,609.58
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-1,609.58
		Balance per Cash Book is :-	-1,609.58
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Payments for Month 10

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :			1,557.41					1,557.41	
03/01/2024	Grundon Waste Management Ltd	C/C 172/24	320.96	320.96		500			4832/Waste disposal Nov2023
03/01/2024	Grundon Waste Management Ltd	C/C 173/24	169.81	169.81		500			4831/Waste disposal Nov2023
05/01/2024	Amazon	174/24	79.72			3100	403	79.72	Amazon -Coffee
08/01/2024	EposNow	175/24	12.00		2.00	3154	402	10.00	EposNow -Bar Till Software
08/01/2024	EposNow	176/24	88.80		14.80	3154	402	74.00	EposNow -Bar Till Software
11/01/2024	Laptops Direct	177/24	171.66		28.60	4042	401	143.06	Laptops Direct-Docking Station
12/01/2024	Fee2PayOnline	178/24	1.50			1128	101	1.50	Fee2PayOnline -Postage
15/01/2024	Screwfix Direct Ltd T/As Trade	C/C 179/24	74.09	74.09		500			Purchase Ledger Payment
16/01/2024	Rabbits Vehicle Hire (Didcot)	C/C 180/24	349.20	349.20		500			4906/BG71VMV 8-15Nov
16/01/2024	Three Business Services	C/C 181/24	66.26	66.26		500			4964/Mobile phone charges
17/01/2024	Milton Garden Machinery	182/24	116.00		19.33	3145	301	96.67	MGM -Stihl Blower Repairs
18/01/2024	Amazon	184/24	17.63		2.94	1123	101	14.69	Amazon -Laptop Desk Stand
18/01/2024	SLCC Enterprises	C/C 183/24	36.00	36.00		500			4960/GDPR eLearning course
22/01/2024	Booker	185/24	62.21		10.37	3000	402	51.84	Booker -Bar Supplies
23/01/2024	SLCC Enterprises Ltd	186/24	36.00		6.00	1108	101	30.00	SLCC Enterprises -GDPR eLearn
25/01/2024	Co-Op Stores	187/24	7.74			3100	403	7.74	Co-Op Stores-Catering Supplies
Total Payments for Month			1,609.58	1,016.32	84.04			509.22	
Cashbook Totals			3,166.99	1,016.32	84.04			2,066.63	

Receipts for Month 10

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: 22/01/2024	1,557.41						
DD	Unity Current Account	1,557.41			200		1,557.41	Barclaycard Commercial
Total Receipts for Month		1,557.41	0.00	0.00			1,557.41	
Balance Carried Fwd		1,609.58						
Cashbook Totals		<u>3,166.99</u>	<u>0.00</u>	<u>0.00</u>			<u>3,166.99</u>	

SUMMARY FOR DIDCOT TOWN COUNCIL

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

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

Company reference: [REDACTED]
Statement date: 28 January 2024
Page number: 1 of 4
Monthly spend limit: £8,000.00

Date of previous statement: 28 December 2023
Previous balance: £1,557.41
Payment received: £1,557.41 CR
Total of charges and adjustments: £0.00
Total of new spending: £1,609.58
New balance: £1,609.58
Minimum payment: £16.09
Payment due by: 22 February 2024
Available to spend: £6,390.42

Payment instructions

Thank you for using Barclaycard Commercial. Your bank account [REDACTED] will be debited with the agreed payment or the minimum payment (whichever is greater) on or immediately after 22 February 2024. 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 : £59.07

Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
PURCHASE	1,609.58	2.245%	59.07	
CASH	0.00	2.450%	0.00	
Totals	£1,609.58		£59.07	

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

1609.58

16.09

22 February 2024

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

Cashier's Stamp and Initials

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



Barclays Bank PLC
Automated Bulk Credit Clearing
Barclaycard
Commercial

Total Cash *
Cheques +

£	

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

Detailed Income & Expenditure by Budget Heading 31/01/2024

Month No: 10

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>101 Central Administration</u>							
1195 Miscellaneous Income	5	26	0	(26)			0.0%
Central Administration :- Income	<u>5</u>	<u>26</u>	<u>0</u>	<u>(26)</u>			
1101 Salaries - Admin	18,763	195,832	242,500	46,668	46,668	46,668	80.8%
1102 Salaries - Admin Er's NI	1,894	20,208	16,699	(3,509)	(3,509)	(3,509)	121.0%
1103 Salaries - Admin Er's Superann	4,072	42,081	33,427	(8,654)	(8,654)	(8,654)	125.9%
1104 Agency Staffing	1,214	11,256	12,000	744	744	744	93.8%
1108 Training and Conferences	850	6,485	8,000	1,515	1,515	1,515	81.1%
1109 Staff Travel	268	3,117	3,500	383	383	383	89.1%
1111 Rate Admin Offices	720	7,204	7,000	(204)	(204)	(204)	102.9%
1121 Telephone/Fax/Internet	233	2,699	3,000	301	301	301	90.0%
1123 Stationery	209	1,971	2,300	329	329	329	85.7%
1124 Subscriptions	175	4,302	4,000	(302)	(302)	(302)	107.6%
1125 Insurance	0	24,733	23,000	(1,733)	(1,733)	(1,733)	107.5%
1126 Photocopier	0	1,908	2,500	592	592	592	76.3%
1128 Postage-Frinking	2	397	2,000	1,603	1,603	1,603	19.9%
1129 Miscellaneous Admin Costs	0	280	500	220	220	220	55.9%
1130 Recruitment Advertising	0	0	2,000	2,000	2,000	2,000	0.0%
1132 Outside Service Provider HR/HS	600	1,800	3,000	1,200	1,200	1,200	60.0%
1160 IT Maintenance/Website	1,869	25,490	20,000	(5,490)	(5,490)	(5,490)	127.5%
1171 Contingency	0	825	20,000	19,175	19,175	19,175	4.1%
1173 Green Projects	3,681	4,776	10,000	5,224	5,224	5,224	47.8%
1197 Office water cooler	6	202	250	48	48	48	80.7%
3152 Electricity	0	134	0	(134)	(134)	(134)	0.0%
Central Administration :- Indirect Expenditure	<u>34,555</u>	<u>355,700</u>	<u>415,676</u>	<u>59,976</u>	<u>0</u>	<u>59,976</u>	<u>85.6%</u>
Net Income over Expenditure	<u>(34,550)</u>	<u>(355,674)</u>	<u>(415,676)</u>	<u>(60,002)</u>			
<u>102 Civic and Democratic</u>							
1205 Members Training	0	725	800	75	75	75	90.6%
1206 Mayors Allowance	0	3,250	3,520	270	270	270	92.3%
1235 Civic Functions	0	2,292	3,000	708	708	708	76.4%
1269 Election Costs	0	37,219	0	(37,219)	(37,219)	(37,219)	0.0%
99129 Tfr from EMR Elections	0	(35,596)	0	35,596	35,596	35,596	0.0%
Civic and Democratic :- Indirect Expenditure	<u>0</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>0</u>	<u>(7,889)</u>	<u>(7,320)</u>	<u>569</u>			
<u>104 Community Services</u>							
1271 CCTV Contribution	0	2,287	10,000	7,713	7,713	7,713	22.9%

Detailed Income & Expenditure by Budget Heading 31/01/2024

Month No: 10

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	0	2,287	10,750	8,463	0	8,463	21.3%
Net Expenditure	0	(2,287)	(10,750)	(8,463)			
<u>105 Corporate Management</u>							
1152 Bank Charges	58	1,880	700	(1,180)		(1,180)	268.6%
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	0	1,608	5,000	3,392		3,392	32.2%
1159 Accounting Support	710	3,229	1,000	(2,229)		(2,229)	322.9%
Corporate Management :- Indirect Expenditure	768	7,317	10,580	3,263	0	3,263	69.2%
Net Expenditure	(768)	(7,317)	(10,580)	(3,263)			
<u>108 Willowbrook Community Centre</u>							
1769 Willowbrook Income	9,804	80,124	60,000	(20,124)			133.5%
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	9,804	81,957	66,000	(15,957)			124.2%
1701 Salaries Willowbrook	2,310	33,792	40,000	6,208		6,208	84.5%
1702 Employers NI Willowbrook	0	9	0	(9)		(9)	0.0%
1703 Employers Superann Willowbrook	84	464	0	(464)		(464)	0.0%
1710 Willowbrook Business Rates	0	(8,384)	38,000	46,384		46,384	(22.1%)
1720 Willowbrook Contracts	624	9,737	10,000	263		263	97.4%
1725 Willowbrook ICT/Internet	79	1,888	3,000	1,112		1,112	62.9%
1730 Willowbrook Equipment	80	1,178	5,000	3,823		3,823	23.6%
1766 Willowbrook Utilities	6,803	49,639	40,000	(9,639)		(9,639)	124.1%
1767 Willowbrook Site Maintenance	159	11,095	0	(11,095)		(11,095)	0.0%
Willowbrook Community Centre :- Indirect Expenditure	10,138	99,418	136,000	36,582	0	36,582	73.1%
Net Income over Expenditure	(334)	(17,460)	(70,000)	(52,540)			
<u>109 Capital and Projects</u>							
1999 Loan Proceeds	0	2,400,000	0	(2,400,000)			0.0%
Capital and Projects :- Income	0	2,400,000	0	(2,400,000)			
1944 Christmas Lights	0	7,580	15,000	7,420		7,420	50.5%
1947 Office Equipment & Furniture	0	395	1,000	605		605	39.5%
1948 PWLB-Repayments	0	42,136	242,604	200,468		200,468	17.4%

14:20

Detailed Income & Expenditure by Budget Heading 31/01/2024

Month No: 10

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1949 PWLB-Interest	0	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	230,412	2,151,014	0	(2,151,014)		(2,151,014)	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	<u>230,412</u>	<u>2,246,471</u>	<u>258,604</u>	<u>(1,987,867)</u>	<u>0</u>	<u>(1,987,867)</u>	<u>868.7%</u>
Net Income over Expenditure	(230,412)	153,529	(258,604)	(412,133)			
<u>111 Services to Others</u>							
1805 Income -Materials Fleet Meadow	0	98	0	(98)			0.0%
1806 Income -Labour Fleet Meadow	250	2,929	0	(2,929)			0.0%
Services to Others :- Income	<u>250</u>	<u>3,027</u>	<u>0</u>	<u>(3,027)</u>			
1866 Materials - Fleet Meadow	0	33	0	(33)		(33)	0.0%
Services to Others :- Indirect Expenditure	<u>0</u>	<u>33</u>	<u>0</u>	<u>(33)</u>	<u>0</u>	<u>(33)</u>	
Net Income over Expenditure	250	2,995	0	(2,995)			
<u>120 Other Costs & Income</u>							
1176 Precept	0	1,331,855	1,331,855	0			100.0%
1196 Interest Received	7,949	52,668	5,000	(47,668)			1053.4%
Other Costs & Income :- Income	<u>7,949</u>	<u>1,384,523</u>	<u>1,336,855</u>	<u>(47,668)</u>			<u>103.6%</u>
Net Income	7,949	1,384,523	1,336,855	(47,668)			
<u>201 Arts & Grants-Empowered</u>							
1195 Miscellaneous Income	0	85	0	(85)			0.0%
9041 Summer Fayre - Income	0	100	0	(100)			0.0%
Arts & Grants-Empowered :- Income	<u>0</u>	<u>185</u>	<u>0</u>	<u>(185)</u>			
2165 Remembrance Parade & Service	0	1,503	4,000	2,497		2,497	37.6%
2187 Summer Fayre	0	8,726	4,000	(4,726)		(4,726)	218.2%
3188 Grant Aid Fund	2,700	43,484	45,000	1,516		1,516	96.6%
Arts & Grants-Empowered :- Indirect Expenditure	<u>2,700</u>	<u>53,714</u>	<u>53,000</u>	<u>(714)</u>	<u>0</u>	<u>(714)</u>	<u>101.3%</u>
Net Income over Expenditure	(2,700)	(53,529)	(53,000)	529			

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Detailed Income & Expenditure by Budget Heading 31/01/2024

Month No: 10

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	20,380	189,609	232,000	42,391		42,391	81.7%
3102 Salaries - Works Er's NI	1,424	17,086	16,800	(286)		(286)	101.7%
3103 Salaries - Works Er's Superann	4,138	40,809	36,100	(4,709)		(4,709)	113.0%
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	1,227	2,370	1,143		1,143	51.8%
3120 Protective Clothing	98	1,697	2,000	303		303	84.8%
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	253	3,008	2,932	(76)		(76)	102.6%
3141 Vehicle Fuel	640	5,811	6,000	189		189	96.8%
3144 Equipment & Small Tools	25	72	0	(72)		(72)	0.0%
3145 Machinery Costs	494	4,438	10,000	5,562		5,562	44.4%
3154 Maintenance	229	1,508	2,000	492		492	75.4%
9034 Ford Ranger Pick Up	277	2,420	3,863	1,443		1,443	62.6%
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	656	4,866	2,000	(2,866)		(2,866)	243.3%
9063 ALKE ATX 340 ED	285	570	1,000	430		430	57.0%
External Works-Central Costs :- Indirect Expenditure	29,002	278,113	327,725	49,612	0	49,612	84.9%
Net Expenditure	(29,002)	(278,113)	(327,725)	(49,612)			
302 Allotments							
3282 Allotment Rents	2,040	21,976	14,500	(7,476)			151.6%
32581 Grant Received	0	1,000	0	(1,000)			0.0%
Allotments :- Income	2,040	22,976	14,500	(8,476)			158.5%
3151 Water Charges	65	1,942	2,500	558		558	77.7%
3233 Allotment Competition	0	0	350	350		350	0.0%
3244 Allotment Maintenance	464	2,305	4,000	1,695		1,695	57.6%
3250 Allotment -Polytunnel	0	1,800	0	(1,800)		(1,800)	0.0%
Allotments :- Indirect Expenditure	528	6,046	6,850	804	0	804	88.3%
Net Income over Expenditure	1,512	16,929	7,650	(9,279)			
303 Cemetery							
3383 Cemetery Fees	2,279	20,899	18,000	(2,899)			116.1%
Cemetery :- Income	2,279	20,899	18,000	(2,899)			116.1%

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Detailed Income & Expenditure by Budget Heading 31/01/2024

Month No: 10

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	94	1,000	906		906	9.4%
3154 Maintenance	0	2,420	0	(2,420)		(2,420)	0.0%
3340 Rates - Cemetery	181	1,448	600	(848)		(848)	241.4%
Cemetery :- Indirect Expenditure	<u>181</u>	<u>3,962</u>	<u>1,600</u>	<u>(2,362)</u>	<u>0</u>	<u>(2,362)</u>	<u>247.6%</u>
Net Income over Expenditure	<u>2,098</u>	<u>16,937</u>	<u>16,400</u>	<u>(537)</u>			
304 Edmonds Park							
3151 Water Charges	7	778	1,200	422		422	64.8%
3152 Electricity	0	1,873	1,800	(73)		(73)	104.0%
3154 Maintenance	310	8,317	10,000	1,683		1,683	83.2%
3155 Security	0	776	6,000	5,224		5,224	12.9%
3170 Waste Recycling	1,392	7,109	9,500	2,391		2,391	74.8%
Edmonds Park :- Indirect Expenditure	<u>1,708</u>	<u>18,852</u>	<u>28,500</u>	<u>9,648</u>	<u>0</u>	<u>9,648</u>	<u>66.1%</u>
Net Expenditure	<u>(1,708)</u>	<u>(18,852)</u>	<u>(28,500)</u>	<u>(9,648)</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	52	8,001	0	(8,001)		(8,001)	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>52</u>	<u>10,076</u>	<u>7,000</u>	<u>(3,076)</u>	<u>0</u>	<u>(3,076)</u>	<u>143.9%</u>
Net Income over Expenditure	<u>(52)</u>	<u>(7,688)</u>	<u>(1,000)</u>	<u>6,688</u>			
306 Loyd Park							
3151 Water Charges	35	(1,289)	550	1,839		1,839	(234.3%)
3152 Electricity	0	316	350	34		34	90.2%
3154 Maintenance	0	44,121	0	(44,121)		(44,121)	0.0%
99120 Tfr from EMR Building Repair	0	(43,450)	0	43,450		43,450	0.0%
Loyd Park :- Indirect Expenditure	<u>35</u>	<u>(302)</u>	<u>900</u>	<u>1,202</u>	<u>0</u>	<u>1,202</u>	<u>(33.6%)</u>
Net Expenditure	<u>(35)</u>	<u>302</u>	<u>(900)</u>	<u>(1,202)</u>			

Detailed Income & Expenditure by Budget Heading 31/01/2024

Month No: 10

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	0	3,100	5,500	2,400		2,400	56.4%
3166 Millennium Wood Upkeep	0	2,985	3,000	15		15	99.5%
Other Parks & Recreation Areas :- Indirect Expenditure	<u>0</u>	<u>6,085</u>	<u>8,500</u>	<u>2,415</u>	<u>0</u>	<u>2,415</u>	<u>71.6%</u>
Net Income over Expenditure	<u>0</u>	<u>(6,083)</u>	<u>(8,500)</u>	<u>(2,417)</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	0	28,898	25,000	(3,898)		(3,898)	115.6%
Play Areas :- Indirect Expenditure	<u>0</u>	<u>29,931</u>	<u>28,000</u>	<u>(1,931)</u>	<u>0</u>	<u>(1,931)</u>	<u>106.9%</u>
Net Expenditure	<u>0</u>	<u>(29,931)</u>	<u>(28,000)</u>	<u>1,931</u>			
<u>310 Environmental Services</u>							
1183 Bowls Club Rent	0	0	50	50			0.0%
3180 Sports Hire	3,000	9,010	4,000	(5,010)			225.3%
3184 Funfair Hires	0	2,080	4,000	1,920			52.0%
3198 Bus Shelter Advertising Income	0	10,000	10,000	0			100.0%
Environmental Services :- Income	<u>3,000</u>	<u>21,090</u>	<u>18,050</u>	<u>(3,040)</u>			<u>116.8%</u>
3148 Bus Shelter Contract	0	10,000	10,000	0		0	100.0%
3150 Plants	0	5,341	1,000	(4,341)		(4,341)	534.1%
3157 Dog Fouling Clean-up Service	277	2,739	3,100	361		361	88.3%
3158 Trees	2,775	3,275	8,500	5,225		5,225	38.5%
3162 Football pitch maintenance	0	3,222	8,000	4,778		4,778	40.3%
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>3,052</u>	<u>20,967</u>	<u>33,600</u>	<u>12,633</u>	<u>0</u>	<u>12,633</u>	<u>62.4%</u>
Net Income over Expenditure	<u>(52)</u>	<u>123</u>	<u>(15,550)</u>	<u>(15,673)</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	0	195	5,000	4,805		4,805	3.9%

Detailed Income & Expenditure by Budget Heading 31/01/2024

Month No: 10

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	0	9,682	10,000	318	0	318	96.8%
Net Income over Expenditure	0	(5,222)	(10,000)	(4,779)			
<u>401 C H General Administration</u>							
1000 Main Hall	3,363	37,634	55,000	17,366			68.4%
1001 Northbourne Room	1,519	10,470	12,000	1,530			87.3%
1002 Ladygrove Room	2,456	24,987	25,000	13			99.9%
1003 All Saints Room	1,225	9,054	10,000	946			90.5%
1004 Park Room	1,034	5,020	8,000	2,980			62.8%
1005 Weddings	0	592	0	(592)			0.0%
1009 Events Package Income	0	8,476	0	(8,476)			0.0%
1011 Orchard/Millbrook Room	0	1,277	2,000	723			63.8%
1020 Other Income	151	3,499	1,000	(2,499)			349.9%
C H General Administration :- Income	9,748	101,010	113,000	11,990			89.4%
3155 Security	0	960	0	(960)		(960)	0.0%
4001 Salaries - Civic Hall	4,831	58,249	48,000	(10,249)		(10,249)	121.4%
4002 Salaries - Civic Hall Er's Ni	240	2,586	0	(2,586)		(2,586)	0.0%
4003 Salaries - C.Hall Er's Superan	1,013	10,342	0	(10,342)		(10,342)	0.0%
4012 Water Charges	0	(3,049)	12,000	15,049		15,049	(25.4%)
4014 Light & Heat	2,433	24,857	40,000	15,143		15,143	62.1%
4015 Cleaning and Hygiene	2,220	24,151	30,000	5,849		5,849	80.5%
4016 Uniform	0	0	1,000	1,000		1,000	0.0%
4018 Waste Disposal	330	3,670	3,500	(170)		(170)	104.9%
4022 Telephone	0	50	1,000	950		950	5.0%
4023 Licenses	159	3,078	4,000	922		922	76.9%
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	143	1,507	10,000	8,493		8,493	15.1%
4043 Repairs and Maintenance	438	34,893	10,000	(24,893)		(24,893)	348.9%
4044 Maintenance Contracts	626	18,332	15,000	(3,332)		(3,332)	122.2%
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	266	1,715	500	(1,215)		(1,215)	343.0%
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 31/01/2024

Month No: 10

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	12,699	147,090	230,300	83,210	0	83,210	63.9%
Net Income over Expenditure	(2,951)	(46,080)	(117,300)	(71,220)			
402 C H Bar							
1050 Bar Sales	1,899	17,283	15,000	(2,283)			115.2%
C H Bar :- Income	1,899	17,283	15,000	(2,283)			115.2%
3000 Bar Purchases	923	8,435	7,500	(935)		(935)	112.5%
3010 Salaries - Bar Staff	0	1,009	0	(1,009)		(1,009)	0.0%
3020 Bar Sundries	0	326	500	174		174	65.2%
3154 Maintenance	222	1,621	3,000	1,379		1,379	54.0%
C H Bar :- Indirect Expenditure	1,145	11,391	11,000	(391)	0	(391)	103.6%
Net Income over Expenditure	754	5,892	4,000	(1,892)			
403 C H Catering							
1075 Food and Berverage Income	1,634	10,326	3,000	(7,326)			344.2%
1100 Catering Income - Food	720	7,180	6,000	(1,180)			119.7%
C H Catering :- Income	2,353	17,506	9,000	(8,506)			194.5%
3100 Food and Beverage Costs	193	4,087	4,500	413		413	90.8%
4350 CH Kitchen Maintenance	275	1,395	2,500	1,105		1,105	55.8%
C H Catering :- Indirect Expenditure	468	5,482	7,000	1,518	0	1,518	78.3%
Net Income over Expenditure	1,885	12,024	2,000	(10,024)			
Grand Totals:- Income	39,327	4,077,333	1,596,405	(2,480,928)			255.4%
Expenditure	327,443	3,320,204	1,592,905	(1,727,299)	0	(1,727,299)	208.4%
Net Income over Expenditure	(288,116)	757,129	3,500	(753,629)			
Movement to/(from) Gen Reserve	(288,116)	757,129					

Detailed Balance Sheet - Excluding Stock Movement

Month 10 Date 31/01/2024

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
<u>Current Assets</u>			
101	Bookings Debtors	18,441	
105	Vat Due	94,957	
140	Bar Stock	4,415	
200	Unity Current Account	421,705	
201	Civic Hall Current Account	106,198	
202	CCLA Deposit Fund	1,269,926	
220	Petty Cash	10	
224	Civic Hall Bar Floats	260	
295	Barclaycard Account	(1,610)	
	Total Current Assets		1,914,302
<u>Current Liabilities</u>			
500	Creditors	314,638	
503	Allotment Holding Deposit	12,333	
505	Mayors Charity Account	(84)	
525	PAYE/NI Due	10,515	
526	Superannuation Due	12,115	
540	Oxfordshire PTC (NHS)	305	
565	CH Holding Deposits	1,623	
570	Refundable Deposits	350	
580	Retentions	103,238	
	Total Current Liabilities		455,032
	Net Current Assets		1,459,270
	Total Assets less Current Liabilities		1,459,270
<u>Represented by :-</u>			
301	Current Year Fund	757,130	
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		1,459,270

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 10 Date 31/01/2024

<u>Account</u>	<u>Sales/Income</u>	<u>Month Actual</u>	<u>YTD Actual</u>
1000	Main Hall	3,363	37,634
1001	Northbourne Room	1,519	10,470
1002	Ladygrove Room	2,456	24,987
1003	All Saints Room	1,225	9,054
1004	Park Room	1,034	5,020
1005	Weddings	0	592
1009	Events Package Income	0	8,476
1011	Orchard/Millbrook Room	0	1,277
1020	Other Income	151	3,499
1050	Bar Sales	1,899	17,283
1075	Food and Beververage Income	1,634	10,326
1100	Catering Income - Food	720	7,180
1176	Precept	0	1,331,855
1195	Miscellaneous Income	5	111
1196	Interest Received	7,949	52,668
1769	Willowbrook Income	9,804	80,124
1805	Income -Materials Fleet Meadow	0	98
1806	Income -Labour Fleet Meadow	250	2,929
1999	Loan Proceeds	0	2,400,000
3179	Carbon Return Income	0	2
3180	Sports Hire	3,000	9,010
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	0	10,000
3282	Allotment Rents	2,040	21,976
3383	Cemetery Fees	2,279	20,899
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	39,327	4,077,333

<u>Account</u>	<u>Indirect/Overhead Expenditure</u>		
1101	Salaries - Admin	18,763	195,832
1102	Salaries - Admin Er's NI	1,894	20,208
1103	Salaries - Admin Er's Superann	4,072	42,081
1104	Agency Staffing	1,214	11,256
1108	Training and Conferences	850	6,485
1109	Staff Travel	268	3,117
1111	Rate Admin Offices	720	7,204
1121	Telephone/Fax/Internet	233	2,699
1123	Stationery	209	1,971
1124	Subscriptions	175	4,302
1125	Insurance	0	24,733
1126	Photocopier	0	1,908
1128	Postage-Frinking	2	397
1129	Miscellaneous Admin Costs	0	280
1132	Outside Service Provider HR/HS	600	1,800
1152	Bank Charges	58	1,880
1155	Internal Audit	0	500

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 10 Date 31/01/2024

	Month Actual	YTD Actual
1157	External Audit	0
1158	Legal & Professional Fees	1,608
1159	Accounting Support	3,229
1160	IT Maintenance/Website	25,490
1171	Contingency	825
1173	Green Projects	4,776
1197	Office water cooler	202
1205	Members Training	725
1206	Mayors Allowance	3,250
1235	Civic Functions	2,292
1269	Election Costs	37,219
1271	CCTV Contribution	2,287
1701	Salaries Willowbrook	33,792
1702	Employers NI Willowbrook	9
1703	Employers Superann Willowbrook	464
1710	Willowbrook Business Rates	(8,384)
1720	Willowbrook Contracts	9,737
1725	Willowbrook ICT/Internet	1,888
1730	Willowbrook Equipment	1,178
1766	Willowbrook Utilities	49,639
1767	Willowbrook Site Maintenance	11,095
1866	Materials - Fleet Meadow	33
1944	Christmas Lights	7,580
1947	Office Equipment & Furniture	395
1948	PWLB-Repayments	42,136
1949	PWLB-Interest	45,346
1952	Groundskeeping Equipment	2,420
1953	CAP - Solar Panels	48,896
1955	CAP - Edmonds Park Pavilion	2,151,014
2165	Remembrance Parade & Service	1,503
2187	Summer Fayre	8,726
3000	Bar Purchases	8,435
3010	Salaries - Bar Staff	1,009
3020	Bar Sundries	326
3100	Food and Beverage Costs	4,087
3101	Salaries - Works	189,609
3102	Salaries - Works Er's NI	17,086
3103	Salaries - Works Er's Superann	40,809
3108	Staff Travel	1,227
3120	Protective Clothing	1,697
3127	Subscriptions	55
3140	Vehicle Insurance	3,008
3141	Vehicle Fuel	5,811
3144	Equipment & Small Tools	72
3145	Machinery Costs	4,438
3148	Bus Shelter Contract	10,000
3149	Bark Top-up	1,033
3150	Plants	5,341
3151	Water Charges	1,525
3152	Electricity	2,279
3153	Play Equipment Maintenance	28,898
3154	Maintenance	68,333

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 10 Date 31/01/2024

	<u>Month Actual</u>	<u>YTD Actual</u>
3155 Security	0	1,736
3157 Dog Fouling Clean-up Service	277	2,739
3158 Trees	2,775	3,275
3162 Football pitch maintenance	0	3,222
3165 Ladygrove Lakes	52	8,001
3166 Millennium Wood Upkeep	0	2,985
3168 Street Furniture Maintenance	0	3,390
3170 Waste Recycling	1,392	7,109
3188 Grant Aid Fund	2,700	43,484
3244 Allotment Maintenance	464	2,305
3250 Allotment -Polytunnel	0	1,800
3340 Rates - Cemetery	181	1,448
4001 Salaries - Civic Hall	4,831	58,249
4002 Salaries - Civic Hall Er's Ni	240	2,586
4003 Salaries - C.Hall Er's Superan	1,013	10,342
4012 Water Charges	0	(3,049)
4014 Light & Heat	2,433	24,857
4015 Cleaning and Hygiene	2,220	24,151
4018 Waste Disposal	330	3,670
4022 Telephone	0	50
4023 Licenses	159	3,078
4024 Event Costs	0	150
4042 Equipment	143	1,507
4043 Repairs and Maintenance	438	34,893
4044 Maintenance Contracts	626	18,332
4045 Repair/Upgrade PA System	0	349
4052 Accountancy Charges	266	1,715
4054 NNDR	0	(12,096)
4105 Stationery	0	(2)
4350 CH Kitchen Maintenance	275	1,395
9034 Ford Ranger Pick Up	277	2,420
9039 Ransomes HR300 Rotary	0	3,397
9045 Ransomes Parkway 3	0	1,539
9059 Bus shelters	0	195
9062 John Deere Gator	656	4,866
9063 ALKE ATX 340 ED	285	570
32518 Edmonds Park	0	(700)
32525 Pavilion build	0	7,680
99028 Tfr to EMR CiL	0	4,461
99029 Tfr to EMR Elections	0	34,260
99120 Tfr from EMR Building Repair	0	(66,101)
99124 Tfr from EMR Ladygrove Lakes	0	(3,328)
99126 Tfr from EMR L'grove Staging	0	(1,800)
99127 Tfr from EMR Building Proj Fee	0	(34,260)
99128 Tfr from EMR CiL	0	(48,896)
99129 Tfr from EMR Elections	0	(35,596)
99134 Tfr from EMR Community Project	0	(7,000)
99152 Tfr from EMR Pavilions	0	(1,953)
99160 Tfr from EMR Grounds Equip	0	(2,420)
Total Indirect/Overhead Expenditure	327,443	3,320,204

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 10 Date 31/01/2024

	<u>Month Actual</u>	<u>YTD Actual</u>
Operating Profit	(288,116)	757,129
% Operating Profit	-732.61%	18.57%
<u>Account</u> <u>Other Costs & Income</u>		
99999 Discounts	0	(1)
Total Other Costs & Income	0	(1)
Profit before Appropriations	(288,116)	757,130
% Profit before Appropriations	-732.61%	18.57%

14:05

Purchase Ledger Aged Account Balances

User: RLB

Outstanding Balances by Month as at 31/01/2024

A/C Code	Supplier Name	Balance	Jan 2024	Dec 2023	Nov 2023	Prior Months	On A/c Pymnts
Ledger No 1: Bought Ledger 1							
036	OPC	403.20	0.00	403.20	0.00	0.00	0.00
AIRIT	AIR IT	1,435.70	1,435.70	0.00	0.00	0.00	0.00
ARBOCARE	ARBOCARE TREE SURGER	3,330.00	3,330.00	0.00	0.00	0.00	0.00
B05	BT 45763302	1,534.72	0.00	59.88	0.00	1,474.84	0.00
BGAS-	BRIT GAS 603752622	3,568.81	3,568.81	0.00	0.00	0.00	0.00
BMSCONTR	BMS CONTROL SYSTEMS	600.00	0.00	0.00	600.00	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	1,408.31	1,408.31	0.00	0.00	0.00	0.00
CORONA	CORONA ENERGY	4,551.57	0.00	0.00	0.00	4,551.57	0.00
CW-ASR302	CASTLE WATER 2288227	-204.91	33.20	33.00	33.20	-137.79	-166.52
CW-CH401	CASTLE WATER 2332129	712.02	0.00	0.00	0.00	712.02	0.00
CW-CRA302	CASTLE WATER 2325652	-336.65	0.00	0.00	0.00	-336.65	0.00
CW-EP304	CASTLE WATER 2564747	-122.11	8.55	-0.63	-130.03	0.00	0.00
CW-LP306	CASTLE WATER 2279303	-2,570.53	42.12	0.00	0.00	-2,612.65	0.00
CW-NRA302	CASTLE WATER 2286236	-89.02	0.00	0.00	-89.02	0.00	0.00
CW-TCEP304	CASTLE WATER 2374904	-876.69	0.00	0.00	0.00	-876.69	0.00
D03	DIDCOT PLANT	62.14	62.14	0.00	0.00	0.00	0.00
DCKAS	DCK ACCOUNTING	2,194.86	2,194.86	0.00	0.00	0.00	0.00
DCKPS	DCK PAYROLL SOLUTION	342.72	342.72	0.00	0.00	0.00	0.00
DIRECT	DIRECT 365	122.04	122.04	0.00	0.00	0.00	0.00
DWSAFETY	DW SAFETY	400.00	400.00	0.00	0.00	0.00	0.00
EE	EE LTD	109.78	109.78	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
EXECALARM	EXECUTIVE ALARMS	271.20	271.20	0.00	0.00	0.00	0.00
F22	FEDERATION OF BURIAL	201.60	201.60	0.00	0.00	0.00	0.00
F26	FAROL	451.20	451.20	0.00	0.00	0.00	0.00
FMCHT	FLEET MEADOW	2,315.88	2,315.88	0.00	0.00	0.00	0.00
GALLAGHER	GALLAGHER INSURANCE	253.11	253.11	0.00	0.00	0.00	0.00
GRANWAX	GRANWAX PRODUCTS	60.12	60.12	0.00	0.00	0.00	0.00
GRUNDON	GRUNDON WASTE	602.40	602.40	0.00	0.00	0.00	0.00
GS MECHANIGS	MECHANICAL LTD	714.60	0.00	714.60	0.00	0.00	0.00
L09	LYRECO	373.23	373.23	0.00	0.00	0.00	0.00
LEX	LEX AUTOLEASE	331.92	331.92	0.00	0.00	0.00	0.00
LIFEBUILD	LIFE BUILD SOLUTIONS	247,485.60	247,485.60	0.00	0.00	0.00	0.00
LIFTSAFE	LIFT SAFE	342.00	342.00	0.00	0.00	0.00	0.00
MCFT	MCFT	462.12	462.12	0.00	0.00	0.00	0.00
MILLBROOK	MILLBROOK PROPETY	324.00	324.00	0.00	0.00	0.00	0.00
MOBILEMINI	MOBILE	83.42	83.42	0.00	0.00	0.00	0.00
O14	OPUS ENERGY	-8,679.39	0.00	0.00	0.00	-8,640.93	-38.46
P44	POLAR COOLING	4,608.12	4,608.12	0.00	0.00	0.00	0.00
PEARTECH	PEARTECH	528.00	528.00	0.00	0.00	0.00	0.00
PREVENTION	PREVENTION 1ST	336.00	336.00	0.00	0.00	0.00	0.00
RIDGE	RIDGE	15,647.80	15,647.80	0.00	0.00	0.00	0.00
RMC	RMC	904.24	904.24	0.00	0.00	0.00	0.00
S71	SPALDINGS	92.96	92.96	0.00	0.00	0.00	0.00
S86	SUN WATER	6.60	6.60	0.00	0.00	0.00	0.00
Sub Total C/Fwd		286,838.68	291,309.31	1,210.05	414.15	-5,889.85	-204.98

Outstanding Balances by Month as at 31/01/2024

A/C Code	Supplier Name	Balance	Jan 2024	Dec 2023	Nov 2023	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	286,838.68	291,309.31	1,210.05	414.15	-5,889.85	-204.98
Ledger No 1: Bought Ledger 1 (Continued)							
S90	SELDRAM SUPPLIES	623.09	185.09	0.00	438.00	0.00	0.00
S101	SCREWFIX	52.59	126.68	0.00	0.00	0.00	-74.09
SHIELD	SHIELD MAINTENANCE	564.71	564.71	0.00	0.00	0.00	0.00
SSE-CIV401	SSE 8700145386	2,919.74	2,919.74	0.00	0.00	0.00	0.00
SSE-WB108	SSE 8700080175 01908	4,583.66	4,594.80	0.00	0.00	0.00	-11.14
T01	TRAVIS PERKINS	280.22	280.22	0.00	0.00	0.00	0.00
VALETRAIN	VALE TRAINING	660.00	660.00	0.00	0.00	0.00	0.00
	Total Purchase	296,522.69	300,640.55	1,210.05	852.15	-5,889.85	-290.21
TOTAL PURCHASE LEDGER BALANCES		296,522.69	300,640.55	1,210.05	852.15	-5,889.85	-290.21

Date: 14/02/2024

Didcot Town Council

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Time: 12:38

Unity Current Account

List of Payments made between 01/01/2024 and 31/01/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/01/2024	SODC Cemetery Rates	Std Ord	181.00		SODC Cemetery Rates - 5025071
01/01/2024	SODC Office Rates	Std Ord	720.00		SODC Office Rates - 5335613
02/01/2024	John Deere	Std Ord	328.01		John Deere Gator
02/01/2024	Personnel Advice & Solutions	Std Ord	120.00		Personnel Advice Services
03/01/2024	Castle Water TW8363794314	DD1	14.79		4887/Water2266434 1Oct-31Mar
05/01/2024	Donegan	CARD	30.00		Donegan -NR245a Deposit Refund
10/01/2024	Barclaycard Charges Dec2023	DD	63.10		Barclaycard Charges Dec2023
11/01/2024	British Gas A/c 603752622	DD2	2,663.48		4896/Gas603752622 15Nov-14Dec
12/01/2024	LIFE Build Solutions Limited	EBP01	150,000.00		4888/Interim application no 8
13/01/2024	LIFE Build Solutions Limited	EBP02	95,436.00		4888/Interim application no 8
13/01/2024	Ridge & Partners LLP	EBP03	13,097.80		4892/Prof fees pymnt no 9
15/01/2024	Card Refund & Receipts	CARD	246.00		Card Refund & Receipts
16/01/2024	Salaries January 2024	EBP	36,891.36		Salaries January 2024
17/01/2024	Allotment Deposit Refund	CARD	40.00		Allot Dep Rfnd -Black NR43
18/01/2024	HMRC PAYE/NI Dec2023	EBP	10,781.94		HMRC PAYE/NI Dec2023
18/01/2024	OCC Superann Dec2023	EBP	11,777.63		OCC Superann Dec2023
18/01/2024	Midcounties Co-Op	DD	707.01		Midcounties Co-Op Fuel Nov2023
19/01/2024	Air IT Limited	EBP1	1,435.70		4843/Microsoft 365 Dec23
19/01/2024	Blachere	EBP2	552.00		4844/Xmas lights maintenance
19/01/2024	Collard Environmental Ltd	EBP3	276.00		4855/Waste disposal 4Dec
19/01/2024	First Rescue Training & Suppli	EBP4	136.80		4856/Defib pads, responder kit
19/01/2024	Espo	EBP5	41.64		4858/Stationery
19/01/2024	EE Limited	EBP6	115.98		4857/Mobile phone charges
19/01/2024	Evac+Chair International Ltd	EBP7	121.20		4859/Evac chair annual mntnce
19/01/2024	Executive Alarms Ltd	EBP8	166.80		4860/Intrudaer alarm call out
19/01/2024	Fleet Meadow Community Hall Tr	EBP9	2,257.89		4861/FMCHT income Nov2023
19/01/2024	Infinity Playgrounds Ltd	EBP10	1,908.00		4863/Surfacing repairs -S'bone
19/01/2024	K & K Warehouse	EBP11	257.12		4864/Works clothing
19/01/2024	Microshade Business Consultant	EBP12	373.44		4867/Omega hosting Dec2023
19/01/2024	McFarlane Telfer Ltd	EBP13	1,056.00		4866/Catering service
19/01/2024	Polar Cooling Services Ltd	EBP14	180.00		4868/Call out charges
19/01/2024	Ricoh	EBP15	532.66		4869/Copier rental 1Dec-29Feb
19/01/2024	Spaldings (UK) Limited	EBP16	373.99		4886/Hose
19/01/2024	Sun Water Coolers Ltd	EBP17	6.60		4839/Office water cooler
19/01/2024	Seldram Supplies	EBP18	178.11		4874/Cleaning supplies
19/01/2024	Screwfix Direct Ltd T/As Trade	EBP19	74.09		4838/Wilded chain
19/01/2024	S R Cooper	EBP20	114.88		4872/Replace electric sockets
19/01/2024	White Horse Brewery Co Ltd	EBP21	111.60		4878/Bar supplies
19/01/2024	M & J Didcock Funeral Services	EBP22	225.00		4920/Claridge funeral o'pymnt
19/01/2024	Mobile Mini	EBP23	166.84		4890/Storage unit 18Dec-14Jan
19/01/2024	OSAV CAB	EBP24	11,000.00		4891/OSAV CAB -F&GP 18Dec23
19/01/2024	SSE Energy Supply Ltd Ref 8700	EBP25	1,429.56		4893/Ac8700158539 31Oct-29Nov
19/01/2024	Kejun Guo & Emma Yu S/L Refund	EBP	175.00		Kejun Guo & Emma Yu S/L Refund
19/01/2024	N Ashwin-Gospel Choir S/L Rfnd	EBP	67.20		N Ashwin-Gospel Choir S/L Rfnd
19/01/2024	Sloane Curtis Solutions Ltd	DD3	138.06		4966/Phone charges
22/01/2024	Barclaycard Account	DD	1,557.41		Barclaycard Commercial
25/01/2024	BOC	DD4	161.80		4895/Bar gas bottle
30/01/2024	John Deere	Std Ord	328.01		John Deere Gator

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Date: 14/02/2024

Didcot Town Council

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Time: 12:38

Unity Current Account

List of Payments made between 01/01/2024 and 31/01/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/01/2024	Personnel Advice & Solutions	Std Ord	120.00		Personnel Advice Services
Total Payments			348,737.50		

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Date: 14/02/2024

Didcot Town Council

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Time: 11:49

Civic Hall Current Account

List of Payments made between 01/01/2024 and 31/01/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/01/2024	Direct 365	DD1	122.04		4884/Hand dryers 12Dec-11Jan
22/01/2024	TV Licence	DD	159.00		TV Licence
26/01/2024	Matthew Clark	DD2	989.02		4949/Bar supplies
Total Payments			<u>1,270.06</u>		

ITEM 8 BUDGET 2023-2024

SOME FEB FIGURES

Didcot Town Council

Annual Budget - By Centre (Actual YTD Month 11)

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	26	21	0	0	0	0
32581 Grant Received	0	7,189	0	0	0	0	0	0	0
Total Income	0	32,214	0	26	21	0	0	0	0
1101 Salaries - Admin	216,590	143,420	242,500	195,832	246,777	0	274,928	0	0
1102 Salaries - Admin Er's NI	26,986	15,196	16,699	20,208	25,343	0	27,894	0	0
1103 Salaries - Admin Er's Superann	44,035	31,103	33,427	42,081	53,137	0	59,659	0	0
1104 Agency Staffing	12,000	14,359	12,000	11,256	14,500	0	14,790	0	0
1108 Training and Conferences	8,000	8,927	8,000	6,485	8,000	0	8,000	0	0
1109 Staff Travel	2,500	4,354	3,500	3,117	3,500	0	3,500	0	0
1111 Rate Admin Offices	7,000	6,861	7,000	7,204	7,204	0	11,000	0	0
1121 Telephone/Fax/Internet	4,000	2,690	3,000	2,841	3,000	0	3,000	0	0
1123 Stationery	2,300	1,842	2,300	1,971	2,300	0	2,300	0	0
1124 Subscriptions	4,000	4,158	4,000	4,302	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	1,935	2,500	0	2,500	0	0
1128 Postage-Franking	2,000	1,187	2,000	397	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	1,800	3,000	0	2,000	0	0
1160 IT Maintenance/Website	26,000	19,166	20,000	26,922	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	4,776	10,000	0	5,000	0	0

Continued on next page

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Annual Budget - By Centre (Actual YTD Month 11)

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	202	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 Shelf/Street	0	-175	0	0	0	0	0	0	0
Overhead Expenditure	416,361	300,972	415,676	357,301	440,897	0	477,316	0	0
Movement to/(from) Gen Reserve	(416,361)	(268,758)	(415,676)	(357,275)	(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	3,749	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	3,749	10,000	0	10,000	0	0

Continued on next page

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Annual Budget - By Centre (Actual YTD Month 11)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	Carried Forward
Movement to/(from) Gen Reserve	<u>(13,250)</u>	<u>(6,733)</u>	<u>(10,750)</u>	<u>(3,749)</u>	<u>(10,000)</u>		<u>(10,000)</u>		
105 Corporate Management									
1152 Bank Charges	600	1,300	700	2,003	2,140	0	1,300	0	0
1155 Internal Audit	1,600	1,440	1,680	500	1,500	0	1,680	0	0
1157 External Audit	2,000	2,000	2,200	100	2,520	0	2,100	0	0
1158 Legal & Professional Fees	8,000	3,050	5,000	1,608	5,000	0	5,000	0	0
1159 Accounting Support	1,000	1,611	1,000	3,229	5,000	0	4,000	0	0
Overhead Expenditure	<u>13,200</u>	<u>9,401</u>	<u>10,580</u>	<u>7,440</u>	<u>16,160</u>	<u>0</u>	<u>14,080</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(13,200)</u>	<u>(9,401)</u>	<u>(10,580)</u>	<u>(7,440)</u>	<u>(16,160)</u>		<u>(14,080)</u>		
108 Willowbrook Community Centre									
1769 Willowbrook Income	40,000	55,737	60,000	81,356	80,000	0	72,000	0	0
32580 S 106 Devel's Cont's Received	0	405	0	1,833	1,833	0	0	0	0
32581 Grant Received	0	15,299	0	0	0	0	0	0	0
32587 CIL Income	0	0	6,000	0	0	0	0	0	0
Total Income	<u>40,000</u>	<u>71,441</u>	<u>66,000</u>	<u>83,189</u>	<u>81,833</u>	<u>0</u>	<u>72,000</u>	<u>0</u>	<u>0</u>
1701 Salaries Willowbrook	0	0	40,000	33,792	47,363	0	44,004	0	0
1702 Employers NI Willowbrook	0	0	0	9	709	0	2,206	0	0
1703 Employers Superann Willowbrook	0	0	0	464	1,980	0	5,444	0	0
1710 Willowbrook Business Rates	0	36,608	38,000	-8,384	-8,384	0	10,600	0	0
1720 Willowbrook Contracts	0	0	10,000	9,847	10,000	0	12,000	0	0
1725 Willowbrook ICT/Internet	0	0	3,000	1,967	3,000	0	3,000	0	0

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Annual Budget - By Centre (Actual YTD Month 11)

Note: Draft Budget Report

	2022/23		2023/24				2024/25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	Carried Forward
1730 Willowbrook Equipment	0	0	5,000	1,333	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	51,624	62,000	0	45,000	0	0
1767 Willowbrook Site Maintenance	10,000	54,165	0	11,095	10,000	0	10,000	0	0
Overhead Expenditure	45,000	156,285	136,000	101,748	131,668	0	137,254	0	0
Movement to/(from) Gen Reserve	(5,000)	(84,844)	(70,000)	(18,558)	(49,835)		(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	64,006	93,328	0	122,257	0	0
1949 PWLB-Interest	0	0	0	95,879	115,684	0	173,162	0	0
1952 Groundskeeping Equipment	0	17,779	0	4,880	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	2,151,014	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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Annual Budget - By Centre (Actual YTD Month 11)

Note: Draft Budget Report

	2022/23		2023/24				2024/25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	Carried Forward
99128	Tfr from EMR CiL	0	-46,948	0	-48,896	-48,896	0	0	0
99134	Tfr from EMR Community Project	0	-7,650	0	0	0	0	0	0
99160	Tfr from EMR Grounds Equip	0	-18,038	0	-4,880	-2,420	0	0	0
	Overhead Expenditure	152,104	148,561	2,318,874	2,625,012	0	326,419	0	0
	Movement to/(from) Gen Reserve	(152,104)	(145,458)	81,126	(225,012)		(326,419)		
111	<u>Services to Others</u>								
1805	Income -Materials Fleet Meadow	0	293	0	98	98	0	200	0
1806	Income -Labour Fleet Meadow	0	1,860	0	2,929	2,500	0	2,500	0
1807	Income - Course's	0	1,225	0	0	0	0	0	0
	Total Income	0	3,378	0	3,027	2,598	0	2,700	0
1866	Materials - Fleet Meadow	0	178	0	33	200	0	200	0
	Overhead Expenditure	0	178	0	33	200	0	200	0
	Movement to/(from) Gen Reserve	0	3,200	0	2,995	2,398		2,500	
120	<u>Other Costs & Income</u>								
1176	Precept	1,241,562	1,241,562	1,331,855	1,331,855	1,331,855	0	1,470,433	0
1196	Interest Received	300	15,403	5,000	52,668	40,000	0	20,000	0
	Total Income	1,241,862	1,256,965	1,336,855	1,384,523	1,371,855	0	1,490,433	0
	Movement to/(from) Gen Reserve	1,241,862	1,256,965	1,336,855	1,384,523	1,371,855		1,490,433	
201	<u>Arts & Grants-Empowered</u>								
1195	Miscellaneous Income	0	0	0	85	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 11)

Note: Draft Budget Report

	2022/23		2023/24				2024/25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	Carried Forward
9041 Summer Fayre - Income	0	0	0	100	100	0	0	0	0
Total Income				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	43,484	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	53,714	53,100	0	53,000	0	0
Movement to/(from) Gen Reserve			(53,000)	(53,529)	(53,000)		(53,000)		
301 External Works-Central Costs									
3101 Salaries - Works	194,329	183,900	232,000	189,609	227,699	0	251,158	0	0
3102 Salaries - Works Er's NI	16,914	16,994	16,800	17,086	20,994	0	22,363	0	0
3103 Salaries - Works Er's Superann	38,479	36,469	36,100	40,809	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	1,227	1,600	0	1,500	0	0
3120 Protective Clothing	2,575	1,318	2,000	1,761	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	3,008	2,932	0	2,800	0	0
3141 Vehicle Fuel	6,000	7,898	6,000	5,811	6,000	0	6,000	0	0
3144 Equipment & Small Tools	0	0	0	72	14	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 11)

Note: Draft Budget Report

	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	4,465	7,500	0	32,000	0	0
3154 Maintenance	546	3,668	2,000	1,510	2,000	0	0	0	0
9034 Ford Ranger Pick Up	3,863	3,229	3,863	2,420	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	4,866	5,200	0	0	0	0
9063 ALKE ATX 340 ED	0	3,552	1,000	570	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	278,205	368,911	0	372,471	0	0
Movement to/(from) Gen Reserve	(289,168)	(281,537)	(327,725)	(278,205)	(368,911)		(372,471)		
302 Allotments									
3282 Allotment Rents	12,500	13,327	14,500	22,365	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	23,365	16,500	0	15,500	0	0
3151 Water Charges	2,500	4,037	2,500	2,005	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	2,870	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	6,675	8,650	0	8,850	0	0
Movement to/(from) Gen Reserve	7,650	4,082	7,650	16,691	7,850		6,650		
303 Cemetery									

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Annual Budget - By Centre (Actual YTD Month 11)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	Carried Forward
3383 Cemetery Fees	17,000	18,070	18,000	22,639	18,000	0	18,000	0	0
Total Income	<u>17,000</u>	<u>18,070</u>	<u>18,000</u>	<u>22,639</u>	<u>18,000</u>	<u>0</u>	<u>18,000</u>	<u>0</u>	<u>0</u>
3151 Water Charges	1,200	172	1,000	94	1,000	0	1,000	0	0
3154 Maintenance	5,000	583	0	2,630	3,000	0	5,000	0	0
3340 Rates - Cemetery	0	848	600	1,448	1,810	0	1,950	0	0
99121 Tfr from EMR Cemetery Fund	0	-150	0	0	0	0	0	0	0
Overhead Expenditure	<u>6,200</u>	<u>1,454</u>	<u>1,600</u>	<u>4,172</u>	<u>5,810</u>	<u>0</u>	<u>7,950</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>10,800</u>	<u>16,616</u>	<u>16,400</u>	<u>18,467</u>	<u>12,190</u>	<u>0</u>	<u>10,050</u>	<u>0</u>	<u>0</u>
304 Edmonds Park									
3151 Water Charges	1,200	148	1,200	787	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	8,386	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	7,109	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	<u>26,500</u>	<u>37,491</u>	<u>28,500</u>	<u>18,930</u>	<u>28,500</u>	<u>0</u>	<u>28,500</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(26,500)</u>	<u>(37,491)</u>	<u>(28,500)</u>	<u>(18,930)</u>	<u>(28,500)</u>	<u>0</u>	<u>(28,500)</u>	<u>0</u>	<u>0</u>
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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Annual Budget - By Centre (Actual YTD Month 11)

Note: Draft Budget Report

	2022/23		2023/24				2024/25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Total Income									
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	8,001	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	10,076	9,872	0	12,000	0	0
Movement to/(from) Gen Reserve	<u>(2,700)</u>	<u>(9,394)</u>	<u>(1,000)</u>	<u>(7,688)</u>	<u>(4,372)</u>		<u>(6,500)</u>		
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	-1,289	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	-302	1,496	0	650	0	0
Movement to/(from) Gen Reserve	<u>(280)</u>	<u>(2,193)</u>	<u>(900)</u>	<u>302</u>	<u>(1,496)</u>		<u>(650)</u>		
308 Other Parks & Recreation Areas									

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Annual Budget - By Centre (Actual YTD Month 11)

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									
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	14,010	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

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Annual Budget - By Centre (Actual YTD Month 11)

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	26,090	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	2,739	3,100	0	3,200	0	0
3158 Trees	8,500	6,135	8,500	3,275	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 Shelt/Street	0	-815	0	0	0	0	0	0	0
Overhead Expenditure	55,507	58,606	33,600	20,967	31,911	0	40,700	0	0
Movement to/(from) Gen Reserve	(27,376)	(42,476)	(15,550)	5,123	(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 MemorialWW1 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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Annual Budget - By Centre (Actual YTD Month 11)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
32525 Pavilion build	10,000	158,425	0	7,680	7,680	0	0	0	0
32591 Skatepark Refurbishment	0	772	0	0	0	0	0	0	0
32599 Splash Park	0	7,585	0	0	0	0	0	0	0
99028 Tfr to EMR CiL	0	181,383	0	4,461	4,461	0	0	0	0
99123 Tfr from EMR Skatepark	0	-772	0	0	0	0	0	0	0
99127 Tfr from EMR Building Proj Fee	0	-10,800	0	0	0	0	0	0	0
99134 Tfr from EMR Community Project	0	-10,603	0	0	0	0	0	0	0
99138 Tfr from EMR Play Areas	0	-5,000	0	0	0	0	0	0	0
99152 Tfr from EMR Pavilions	0	-4,300	0	-1,953	-1,953	0	0	0	0
99154 Tfr from EMR Rolling Budgets	0	-13,866	0	0	0	0	0	0	0
Overhead Expenditure	20,500	320,637	10,000	9,682	27,188	0	7,000	0	0
Movement to/(from) Gen Reserve	(14,500)	(308,300)	(10,000)	(5,222)	(22,727)		(7,000)		
401 C H General Administration									
1000 Main Hall	30,000	43,278	55,000	39,158	55,000	0	60,000	0	0
1001 Northbourne Room	5,000	11,482	12,000	10,777	14,000	0	14,000	0	0
1002 Ladygrove Room	20,000	27,277	25,000	26,791	31,500	0	30,000	0	0
1003 All Saints Room	8,000	9,133	10,000	9,187	10,000	0	12,000	0	0
1004 Park Room	8,000	6,616	8,000	5,055	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 Orchard/Millbrook Room	2,000	1,790	2,000	1,287	25	0	1,000	0	0
1020 Other Income	0	1,420	1,000	3,545	3,072	0	1,000	0	0
Total Income	73,000	101,495	113,000	104,869	131,597	0	127,500	0	0

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Annual Budget - By Centre (Actual YTD Month 11)

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	58,249	59,550	0	42,909	0	0
4002 Salaries - Civic Hall Er's Ni	7,750	10,141	0	2,586	2,372	0	932	0	0
4003 Salaries - C.Hall Er's Superan	21,000	27,383	0	10,342	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	24,857	30,000	0	30,000	0	0
4015 Cleaning and Hygiene	25,000	27,919	30,000	24,199	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	3,670	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	3,078	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	1,507	10,000	0	1,000	0	0
4043 Repairs and Maintenance	15,000	37,021	10,000	35,583	35,000	0	30,000	0	0
4044 Maintenance Contracts	15,000	13,769	15,000	18,433	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	1,715	1,800	0	2,000	0	0
4054 NNDR	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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Annual Budget - By Centre (Actual YTD Month 11)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	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	147,930	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>(43,061)</u>	<u>(48,638)</u>		<u>(71,163)</u>		
402 CH Bar									
1050 Bar Sales	12,000	18,859	15,000	17,557	20,000	0	15,000	0	0
Total Income	<u>12,000</u>	<u>18,859</u>	<u>15,000</u>	<u>17,557</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	8,944	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	1,621	2,500	0	3,000	0	0
Overhead Expenditure	<u>10,000</u>	<u>11,369</u>	<u>11,000</u>	<u>11,900</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>5,656</u>	<u>5,991</u>		<u>4,000</u>		
403 CH Catering									
1075 Food and Beverage Income	5,000	3,802	3,000	10,489	8,000	0	8,000	0	0
1100 Catering Income - Food	0	8,767	6,000	7,180	8,000	0	8,000	0	0
Total Income	<u>5,000</u>	<u>12,569</u>	<u>9,000</u>	<u>17,669</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	4,087	8,000	0	8,000	0	0
4350 CH Kitchen Maintenance	0	792	2,500	1,395	1,000	0	1,000	0	0
Overhead Expenditure	<u>0</u>	<u>5,224</u>	<u>7,000</u>	<u>5,482</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>12,187</u>	<u>7,000</u>		<u>7,000</u>		

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Annual Budget - By Centre (Actual YTD Month 11)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMIR	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	4,089,990	4,085,797	0	1,779,683	0	0
Expenditure	1,412,970	1,718,362	1,592,905	3,400,480	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>689,511</u>	<u>79,717</u>	<u>0</u>	<u>(2,000)</u>	<u>0</u>	<u>0</u>

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Projected @ 31/01/24	% Spent
101 Central Administration						
1195 Miscellaneous Income	25,025	26	0	(11)	0	
32581 Grant Received	7,189	0	0	0	0	
Central Administration:- Income	32,214	26	0	(26)		
1101 Salaries - Admin	143,420	195,832	242,500	46,668	233,358	80.8%
1102 Salaries - Admin ER's NI	15,196	20,208	16,699	(3,509)	24,000	121.0%
1103 Salaries - Admin ER's Superan	31,103	42,081	33,427	(8,654)	50,225	125.9%
1104 Agency Staffing	14,359	11,256	12,000	744	13,684	93.8%
1108 Training and Conferences	8,927	6,485	8,000	1,515	8,000	81.1%
1109 Staff Travel	4,354	3,117	3,500	383	3,500	89.1%
1111 Rate Admin Offices	6,861	7,204	7,000	(204)	7,204	102.9%
1121 Telephone/Fax/Internet	2,690	2,699	3,000	301	3,000	90.0%
1123 Stationery	1,842	1,971	2,300	329	2,300	85.7%
1124 Subscriptions	4,158	4,302	4,000	(302)	4,302	107.6%
1125 Insurance	22,342	24,733	23,000	(1,733)	25,000	107.5%
1126 Photocopier	2,377	1,908	2,500	592	2,100	76.3%
1128 Postage - Franking	1,187	397	2,000	1,603	500	19.9%
1129 Misc Admin Costs	427	280	500	220	280	56.0%
1130 Recruitment Advertising	895	0	2,000	2,000	0	0.0%
1132 Outside Services Provider HR/HS	1,372	1,800	3,000	1,200	2,500	60.0%
1160 IT Maintenance/Website	19,166	25,490	20,000	(5,490)	30,000	127.5%
1171 Contingency	6,063	825	20,000	19,175	825	4.1%
1173 Green Projects	14,801	4,776	10,000	5,224	10,000	47.8%
1197 Office Water Cooler	299	202	250	48	250	80.8%
3152 Electricity	0	134	0	(134)	134	#DIV/0!
3155 Security	(40)	0	0	0	500	#DIV/0!
99134 Tfr from EMR Community Project	(653)	0	0	0	0	#DIV/0!
99135 Tfr from EMR Bust Shelt/Street	(175)	0	0	0	0	#DIV/0!
Central Administration:- Indirect Expenditure	300,971	355,700	415,676	59,976	421,662	85.6%
Net Income over Expenditure	(268,757)	(355,674)	(415,676)	(60,002)		
102 Civic and Democratic						
1205 Members Training	0	725	800	75	725	90.6%
1206 Mayors Allowance	3,233	3,250	3,520	270	3,250	92.3%
1235 Civic Functions	3,189	2,292	3,000	708	3,000	76.4%
1269 Election Costs	0	37,219	0	0	37,219	#DIV/0!
99129 Tfr from EMR Elections	0	(35,596)	0	0	0	#DIV/0!
Civic and Democratic:- Indirect Expenditure	6,422	7,890	7,320	1,053	44,194	107.8%
Net Expenditure	(6,422)	(7,890)	(7,320)	(1,053)		
104 Community Services						
1245 Jubilee Celebrations	1,098	0	0	0	0	#DIV/0!
1271 CCTV Contribution	5,635	2,287	10,000	7,713	10,000	22.9%
1272 Speed surveys	0	0	750	750	0	0.0%
Community Services:- Indirect Expenditure	6,733	2,287	10,750	8,463	10,000	21.3%
Net Expenditure	(6,733)	(2,287)	(10,750)	(8,463)		
105 Corporate Management						

1152 Bank Charges	1,300	1,880	700	(1,180)	2,000	268.6%
1155 Internal Audit	1,440	500	1,680	1,180	1,000	29.8%
1157 External Audit	2,000	100	2,200	2,100	2,200	4.5%
1158 Legal & Professional Fees	3,050	1,608	5,000	3,392	5,000	32.2%
1159 Accounting Support	1,611	3,229	1,000	(2,229)	4,000	322.9%
Corporate Management:- Indirect Expenditure	9,401	7,317	10,580	3,263	14,200	69.2%
Net Expenditure	(9,401)	(7,317)	(10,580)	(3,263)		

108 Willowbrook Community Centre

1769 Willowbrook Income	55,737	80,124	60,000	(20,124)	95,000	133.5%
32580 S106 Devel's Cont's Received	405	1,833	0	(1,833)	1,833	#DIV/0!
32581 Grant Received	15,299	0	0	0	0	#DIV/0!
32587 CIL Income	0	0	6,000	6,000	0	0.0%
Willowbrook Community Centre:- Income	71,441	81,957	66,000	(15,957)	96,833	124.2%

1701 Salaries Willowbrook	0	33,792	40,000	6,208	38,500	84.5%
1703 Employers Superann Willowbrook + NI	0	473	0	0	640	#DIV/0!
1710 Willowbrook Business Rates	36,608	(8,384)	38,000	46,384	-8,384	-22.1%
1720 Willowbrook Contracts	0	9,737	10,000	263	12,000	97.4%
1725 Willowbrook ICT/Internet	0	1,888	3,000	1,112	2,300	62.9%
1730 Willowbrook Equipment	0	1,178	5,000	3,822	2,500	23.6%
1764 Willowbrook Consultancy	10,000	0	0	0	0	#DIV/0!
1766 Willowbrook Utilities	55,512	49,639	40,000	(9,639)	60,000	124.1%
1767 Willowbrook Site Maintenance	54,165	11,095	0	(11,095)	13,000	#DIV/0!
Willowbrook Community Centre:- Indirect Expenditure	156,285	99,418	136,000	37,055	120,556	73.1%
Net Income over Expenditure	(84,844)	(17,461)	(70,000)	(53,012)		

109 Capital and Projects

1999 Loan Proceeds	0	2,400,000	0	(2,400,000)	0	#DIV/0!
32580 S106 Devel's Cont's Received	3,102	0	0	0 tbc	0	#DIV/0!
Capital and Projects:- Income	3,102	2,400,000	0	(2,400,000)	0	

1940 Building Maintenance Fund	0	0	0	0	0	0.0%
1944 Christmas Lights	11,056	7,580	15,000	7,420	13,000	50.5%
1947 Office Equipment & Furniture	0	395	1,000	605	500	39.5%
1948 PWLB - Repayments	122,604	42,136	242,604	200,468	93,328	17.4%
1949 PWLB - Interest	0	45,346	0	(45,346)	115,684	#DIV/0!
1952 Groundskeeping Equipment	17,779	2,420	0	(2,420)	5,000	#DIV/0!
1953 CAP - Solar Panels	43,374	48,896	0	(48,896)	0	#DIV/0!
1954 CAP - Wheelchair Swing	26,125	0	0	0	0	#DIV/0!
1955 CAP - Edmonds Park Pavilion	0	2,151,014	0	(2,151,014)	0	#DIV/0!
99029 Tfr to EMR Elections	0	34,260	0	(34,260)	0	#DIV/0!
99060 Tfr to EMR Grounds Equipment	259	0	0	0	0	#DIV/0!
99127 Tfr from EMR Building Proj Fee	0	(34,260)	0	34,260	0	#DIV/0!
99128 Tfr from EMR CiL	(46,948)	(48,896)	0	48,896	0	#DIV/0!
99134 Tfr from EMR Community Project	(7,650)	0	0	0	0	#DIV/0!
99160 Tfr from EMR Grounds Equip	(18,038)	(2,420)	0	2,420	0	#DIV/0!
Capitals and Projects:- Indirect Expenditure	148,561	2,246,471	258,604	(1,987,867)	227,512	868.7%
Net Income over Expenditure	(145,459)	153,529	(258,604)	(412,133)		

111 Services to Others

1805 Income - Materials Fleet Meadow	293	98	0	(98)	98	#DIV/0!
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1806 Income - Labour Fleet Meadow	1,860	2,929	0	(2,929)	4,000	#DIV/0!
1807 Income - Courses	1,225	0	0	0	0	#DIV/0!
Services to Others:- Income	3,378	3,027	0	(3,027)	4,098	

1866 Materials - Fleet Meadow	178	33	0	(33)	33	#DIV/0!
Services to Others:- Indirect Expenditure	178	33	0	(33)	33	#DIV/0!
Net Income over Expenditure	3,200	2,994	0	(2,994)		

120 Other Costs & Income

1176 Precept	1,241,562	1,331,855	1,331,855	0	1,331,855	100.0%
1196 Interest Received	15,403	52,668	5,000	(47,668)	65,000	1053.4%
Other Costs & Income:- Income	1,256,965	1,384,523	1,336,855	(47,668)	1,396,855	

201 Art & Grants - Empowered

1195 Miscellaneous income	0	85	0	0	85	
9041 Summer Fayre - Income	0	100	0	(100)	100	
Arts & Grants-Empowered:- Income	0	185	0	(100)	185	

2165 Remembrance Parade & Service	3,065	1,503	4,000	2,497	2,000	37.6%
2187 Summer Fayre	2,450	8,726	4,000	(4,726)	2,000	218.2%
3188 Grant Aid Fund	43,240	43,484	45,000	1,516	45,000	96.6%
99039 Tfr to EMR Summer Fayre	12,550	0	0	0	0	#DIV/0!
Arts & Grants-Empowered:- Indirect Expenditure	61,305	53,713	53,000	(713)	49,000	101.3%
Net Income over Expenditure	(61,305)	(53,528)	(53,000)	613		

301 External Works - Central Costs

3101 Salaries - Works	183,900	189,609	232,000	42,391	230,369	81.7%
3102 Salaries - Works Er's NI	16,994	17,086	16,800	(286)	20,000	101.7%
3103 Salaries - Works Er's Superan	36,469	40,809	36,100	(4,709)	49,200	113.0%
3104 Events Staffing	0	0	2,200	2,200	0	0.0%
3105 Agency Staffing	0	0	1,000	1,000	0	0.0%
3108 Staff Travel	1,189	1,227	2,370	1,143	1,500	51.8%
3120 Protective Clothing	1,318	1,697	2,000	303	2,000	84.9%
3124 Telephone - Works	0	0	1,000	1,000	0	0.0%
3127 Subscriptions	100	55	150	95	100	36.7%
3140 Vehicle Insurance	2,993	3,008	2,932	(76)	3,200	102.6%
3141 Vehicle Fuel	7,898	5,811	6,000	189	6,000	96.9%
3144 Equipment and Small Tools	0	72	0	(72)	500	#DIV/0!
3145 Machinery Costs	3,307	4,438	10,000	5,562	10,000	44.4%
3154 Maintenance	3,668	1,508	2,000	492	2,000	75.4%
9034 Ford Ranger Pick-Up	3,229	2,420	3,863	1,443	1,500	62.6%
9039 Ransomes HR300 rotary	6,332	3,397	5,110	1,713	6,000	66.5%
9045 Ransomes Parkway 3	3,814	1,539	1,200	(339)	2,500	128.3%
9062 John Deere Gator	7,123	4,866	2,000	(2,866)	6,000	243.3%
9063 ALKE ATX 340 ED	3,552	570	1,000	430	1,000	57.0%
99160 Tfr from EMR Grounds Equip	(350)	0	0	0	0	#DIV/0!
External Works - Central Costs:- Indirect Expenditure	281,536	278,112	327,725	49,613	341,869	84.9%
Net Expenditure	(281,536)	(278,112)	(327,725)	(49,613)		

302 Allotments

3282 Allotment Rents	13,327	21,976	14,500	(7,476)	22,800	151.6%
32581 Grant Received	0	1,000	0	(1,000)	0	#DIV/0!

Allotments:- Income	13,327	22,976	14,500	(8,476)	22,800	158.5%
3151 Water Charges	4,037	1,942	2,500	558	2,500	77.7%
3154 Maintenance	1,364	0	0	0	0	#DIV/0!
3233 Allotment Competition	150	0	350	350	350	0.0%
3244 Allotment Maintenance	3,694	2,305	4,000	1,695	3,000	57.6%
3250 Allotment Polytunnel	0	1,800	0	(1,800)	1,800	#DIV/0!
Allotments:- Indirect Expenditure	9,245	6,047	6,850	803	7,650	88.3%
Net Income over Expenditure	4,082	16,929	7,650	(9,279)		

303 Cemetery						
3383 Cemetery Fees	18,070	20,899	18,000	(2,899)	22,000	116.1%
Cemetery:- Income	18,070	20,899	18,000	(2,899)	22,000	116.1%

3151 Water Charges	172	94	1,000	906	1,000	9.4%
3154 Maintenance	583	2,420	0	(2,420)	3,000	#DIV/0!
3340 Rates - Cemetery	848	1,448	600	(848)	1,448	241.3%
99121 Tfr from EMR Cemetery Fund	(150)	0	0	0	0	#DIV/0!
Cemetery:- Indirect Expenditure	1,453	3,962	1,600	(2,362)	5,448	247.6%
Net Income over Expenditure	16,617	16,937	16,400	(537)		

304 Edmonds Park						
3151 Water Charges	148	778	1,200	422	1,200	64.8%
3152 Electricity	972	1,873	1,800	(73)	2,000	104.1%
3154 Maintenance	11,087	8,317	10,000	1,683	10,000	83.2%
3155 Security	5,878	776	6,000	5,224	1,000	12.9%
3170 Waste Recycling	8,252	7,109	9,500	2,391	9,500	74.8%
3387 Pre-fab Toilets	19,531	0	0	0	0	#DIV/0!
99137 Ftr from EMR Pre-Fab Toilets	(8,378)	0	0	0	0	#DIV/0!
Edmonds Park:- Indirect Expenditure	37,490	18,853	28,500	9,647	23,700	66.2%
Net Expenditure	(37,490)	(18,853)	(28,500)	(9,647)		

305 Ladygrove Park						
3183 Ladygrove Park Income	4,602	200	3,000	2,800	5,000	6.7%
3185 Ladygrove Lakes Income	3,429	2,188	3,000	812	4,000	72.9%
Ladygrove Park:- Income	8,031	2,388	6,000	3,612	9,000	

3152 Electricity	0	(43)	0	43	500	#DIV/0!
3154 Maintenance	7,563	7,247	7,000	(247)	8,000	103.5%
3163 Sandpit & Train	5,185	0	0	0	0	#DIV/0!
3165 Ladygrove Lakes	9,249	8,001	0	(8,001)	10,000	#DIV/0!
99025 Tfr to EMR Ladygrove Park	182	0	0	0	0	#DIV/0!
99124 Tfr from EMR Ladygrove Lakes	(4,754)	(3,328)	0	3,328	0	#DIV/0!
99126 Tfr from EMR Ladygrove Staging	0	(1,800)	0	1,800	0	#DIV/0!
Ladygrove Park:- Indirect Expenditure	17,425	10,077	7,000	(3,077)	18,500	144.0%
Net Income over Expenditure	(9,394)	(7,689)	(1,000)	6,689		

306 Loyd Park						
1195 Miscellaneous Income	10	0	0	0	0	
Loyd Park:- Income	10	0	0	0		

3151 Water Charges	(314)	(1,289)	550	1,839	-1,289	-234.4%
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3152 Electricity	462	316	350	34	400	90.3%
3154 Maintenance	3,301	44,121	0	(44,121)	44,121	#DIV/0!
99120 Tfr from EMR Building Repair	0	(43,450)	0	43,450	0	#DIV/0!
99138 Tfr from EMR Play Areas	(1,246)	0	0	0	0	#DIV/0!
Loyd Park:- Indirect Expenditure	2,203	(302)	900	1,202	43,232	-33.6%
Net Income over Expenditure	(2,193)	302	(900)	(1,202)		

308 Other Parks & Recreation Areas

3179 Carbon Return Income	0	2	0	(2)	0	
Other Parks & Recreation Areas:- Income	0	2	0	(2)		

3154 Maintenance	22,729	3,100	5,500	2,400	5,000	56.4%
3166 Millennium Wood Upkeep	514	2,985	3,000	15	3,000	99.5%
99134 Tfr from EMR Community Project	(3,695)	0	0	0	0	#DIV/0!
Other Parks & Recreation Areas:- Indirect Expenditure	19,548	6,085	8,500	2,415	8,000	71.6%
Net Income over Expenditure	(19,548)	(6,083)	(8,500)	(2,417)		

309 Play Areas

3149 Bark Top-Up	2,084	1,033	3,000	1,967	2,000	34.4%
3153 Play Equipment Maintenance	29,357	28,898	25,000	(3,898)	32,000	115.6%
99128 Tfr from EMR CiL	(7,132)	0	0	0	0	#DIV/0!
99134 Tfr from EMR Community Project	(3,287)	0	0	0	0	#DIV/0!
99138 Tfr from EMR Play Areas	(11,647)	0	0	0	0	#DIV/0!
Play Areas:- Indirect Expenditure	9,375	29,931	28,000	(1,931)	34,000	106.9%
Net Expenditure	(9,375)	(29,931)	(28,000)	1,931		

310 Environmental Services

1183 Bowls Club Rent	0	0	50	50	50	0.0%
3180 Sports Hire	4,130	9,010	4,000	(5,010)	12,000	225.3%
3184 Funfair Hires	2,000	2,080	4,000	1,920	3,000	52.0%
3186 Agency Income OCC	0	0	0	0	0	#DIV/0!
3198 Bus Shelter Advertising Income	10,000	10,000	10,000	0	10,000	100.0%
Environmental Services:- Income	16,130	21,090	18,050	(3,040)	25,050	116.8%

3148 Bus Shelter Contract	10,000	10,000	10,000	0	10,000	100.0%
3150 Plants	580	5,341	1,000	(4,341)	6,500	534.1%
3157 Dog Fouling Clean-Up Service	2,912	2,739	3,100	361	3,200	88.4%
3158 Trees	6,135	3,275	8,500	5,225	5,000	38.5%
3159 Grass Cutting	34,960	0	0	0	0	#DIV/0!
3162 Football Pitch Maintenance	2,687	3,222	8,000	4,778	6,000	40.3%
3168 Street Furniture Maintenance	2,147	3,390	3,000	(390)	4,500	113.0%
99134 Tfr from EMR Community Project	0	(7,000)	0	7,000	0	#DIV/0!
99135 Tfr from EMR Bus Shelt/Street	(815)	0	0	0	0	#DIV/0!
Environmental Services:- Indirect Expenditure	58,606	20,967	33,600	12,633	35,200	62.4%
Net Income over Expenditure	(42,476)	123	(15,550)	(15,673)		

325 Projects

32587 CiL Income	12,097	4,461	0	(4,461)	4,461	#DIV/0!
90005 Edmonds Park	240	0	0	0	0	#DIV/0!
Projects:- Income	12,337	4,461	0	(4,461)	4,461	#DIV/0!

3162 Football Pitch Maintenance	1,792	0	0	0	2,000	#DIV/0!
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9031 Tree Management - Contract	0	0	5,000	5,000	5,000	0.0%
9050 Play Equipment - St Annes	15,603	0	0	0	0	#DIV/0!
9051 Memorial WW1 Commemorative Seat	499	0	0	0	0	#DIV/0!
9059 Bus Shelters	0	195	5,000	4,805	1,000	3.9%
32518 Edmonds Park	(80)	(700)	0	700	-700	#DIV/0!
32525 Pavilion Build	158,425	7,680	0	(7,680)	7,680	#DIV/0!
32591 Skatepark Refurbishment	772	0	0	0	0	#DIV/0!
32599 Splash Park	7,585	0	0	0	0	#DIV/0!
99028 Tfr to EMR CiL	181,383	4,461	0	(4,461)	0	#DIV/0!
99123 Tfr from EMR Skatepark	(772)	0	0	0	0	#DIV/0!
99127 Tfr from EMR Building Proj Fee	(10,800)	0	0	0	0	#DIV/0!
99134 Tfr from EMR Community Project	(10,603)	0	0	0	0	#DIV/0!
99138 Tfr from EMR Play Areas	(5,000)	0	0	0	0	#DIV/0!
99152 Tfr from EMR Pavilions	(4,300)	(1,953)	0	1,953	0	#DIV/0!
99154 Tfr from EMR Rolling Budgets	(13,866)	0	0	0	0	#DIV/0!
Projects:- Indirect Expenditure	320,638	9,683	10,000	317	14,980	96.8%
Net Income over Expenditure	(308,301)	(5,222)	(10,000)	(4,778)		

401 C H General Administration

1000 Main Hall	43,278	37,634	55,000	17,366	55,000	68.4%
1001 Northbourne Room	11,482	10,470	12,000	1,530	14,000	87.3%
1002 Ladygrove Room	27,277	24,987	25,000	13	32,000	99.9%
1003 All Saints Room	9,133	9,054	10,000	946	12,000	90.5%
1004 Park Room	6,616	5,020	8,000	2,980	8,500	62.8%
1005 Weddings	500	592	0	(592)	700	#DIV/0!
1009 Events Package Income	0	8,476	0	(8,476)	9,000	#DIV/0!
1011 Millbrook Room	1,790	1,277	2,000	723	3,000	63.9%
1020 Other Income	1,420	3,499	1,000	(2,499)	4,500	349.9%
C H General Administration:- Income	101,496	101,009	113,000	11,991	138,700	89.4%

3155 Security	0	960	0	(960)	1,000	#DIV/0!
4001 Salaries - Civic Hall (inc casuals)	168,000	58,249	48,000	(10,249)	68,000	121.4%
4002 Salaries - Civic Hall Er's Ni	10,141	2,586	0	(2,586)	3,000	#DIV/0!
4003 Salaries - Civic Hall Er's Superan	27,383	10,342	0	(10,342)	12,350	#DIV/0!
4012 Water Charges	3,240	(3,049)	12,000	15,049	-3,049	-25.4%
4014 Lights & Heating	20,310	24,857	40,000	15,143	30,000	62.1%
4015 Cleaning and Hygiene	27,919	24,151	30,000	5,849	28,600	80.5%
4016 Uniform	250	0	1,000	1,000	0	0.0%
4018 Waste Disposal	3,384	3,670	3,500	(170)	4,330	104.9%
4022 Telephone	385	50	1,000	950	500	5.0%
4023 Licenses	4,578	3,078	4,000	922	4,000	77.0%
4024 Event Costs	0	150	0	(150)	150	#DIV/0!
4027 Advertising/Marketing	200	0	1,000	1,000	0	0.0%
4042 Equipment	17,120	1,507	10,000	8,493	3,000	15.1%
4043 Repairs and Maintenance	37,021	34,893	10,000	(24,893)	36,000	348.9%
4044 Maintenance Contracts	13,769	18,332	15,000	(3,332)	20,000	122.2%
4045 Repair/Upgrade PA System	234	349	2,000	1,651	1,000	17.5%
4051 Stocktakers Fees	0	0	300	300	0	0.0%
4052 Accountancy Charges	1,551	1,715	500	(1,215)	2,247	343.0%
4054 NNDR	44,800	(12,096)	50,000	62,096	-12,096	-24.2%
4103 Sundry Expenses	0	0	1,000	1,000	0	0.0%
4104 Training & Prof Development	0	0	1,000	1,000	0	0.0%

4105 Stationery	224	(2)	0	2	0	#DIV/0!
99120 Tfr from EMR Building Repair	0	(22,651)			0	
99154 Tfr from EMR Rolling Budgets	(5,145)	0	0	0	0	#DIV/0!
C H General Administration:- Indirect Expenditure	375,364	147,091	230,300	60,558	199,032	63.9%
Net Income over Expenditure	(273,868)	(46,082)	(117,300)	(48,567)		

402 C H Bar						
1050 Bar Sales	18,859	17,283	15,000	(2,283)	22,000	115.2%
C H Bar:- Income	18,859	17,283	15,000	(2,283)	22,000	115.2%

3000 Bar Purchases	8,720	8,435	7,500	(935)	10,500	112.5%
3010 Salaries - Bar Staff	0	1,009	0	(1,009)	1,009	#DIV/0!
3020 Bar Sundries	181	326	500	174	500	65.2%
3154 Maintenance	2,468	1,621	3,000	1,379	2,500	54.0%
C H Bar:- Indirect Expenditure	11,369	11,391	11,000	(391)	14,509	103.6%
Net Income over Expenditure	7,490	5,892	4,000	(1,892)		

403 C H Catering						
1075 Food and Beverage Income	3,802	10,326	3,000	(7,326)	14,500	344.2%
1100 Cateromg Income - Food	8,767	7,180	6,000	(1,180)	9,000	119.7%
C H Catering:- Income	12,569	17,506	9,000	(8,506)	23,500	194.5%

3100 Food and Beverage Costs	4,432	4,087	4,500	413	5,000	90.8%
4350 CH Kitchen Maintenance	792	1,395	2,500	1,105	2,000	55.8%
C H Catering:- Indirect Expenditure	5,224	5,482	7,000	1,518	7,000	78.3%
Net Income over Expenditure	7,345	12,024	2,000	(10,024)		

955 Earmarked Reserves						
90001 VAT Payment	0	0	0	0	0	#DIV/0!
99150 Tfr from EMR VAT Contingency	(120,972)	0	0	0	0	#DIV/0!
Earmarked Reserves:- Indirect Expenditure	(120,972)	0	0	0	0	#DIV/0!
Net Expenditure	120,972	0	0	0		

GRAND TOTALS						
Income:	1,567,929	4,077,332	1,596,405	(2,480,842)	1,765,482	255.4%
Expenditure:	1,718,360	3,320,208	1,592,905	(1,747,858)	1,640,277	208.4%
Net Income over Expenditure	(150,431)	757,124	3,500	(732,984)		
Movement to/(from) Gen Reserve	(150,431)	757,124				

Finance & General Purposes Committee 26th February 2024



Report author: Janet Wheeler

To review the end of year forecast and approve the proposed budget adjustments

The current situation

The spread sheet details the status of the finances as at the end of January 2024 and some of the figures for February 2024. The Finance Chair and the Officers have carried out a projected status of all cost centres based on performance and other known factors since the budget was set. This is a prediction and not guaranteed. The prediction therefore is a total income of £1,765,482 and total revenue expenditure of £1,640,277. This will leave the sum of £125,205 as at 31st March 2024.

The proposed budget adjustments

The Finance Chair and his Deputy propose the following adjustments:

- Grass cutting contract – (item 13 on this agenda) a budget of £23,000 to add to the grant for Oxfordshire County Council of £13,424 – should the Committee wish to make a recommendation to full Council.
- Splash park operating costs – (item 15 on this agenda) a budget of £30,000 towards the operation and staffing of this new facility. NB the first year running costs will likely only be two to three months.
- Grants 201-3188 – an additional £6,000 vired to this year's £45,000 to make a total of £51,000 – the surplus to be rolled over at year end.
- Edfest – an additional £4,000 vired to this year's surplus (see item 17) to make a grant sum of around £10,000 – again rolled over at year end.
- Teens play facility in Edmonds Park – the sum of up to £50,000 to add to the reserved S106 sum of £33,000 to install a new teen play facility in Edmonds Park
- Any sums left to boost the general reserves at year end as requested by the external auditor.

Item 9 Proposed end of year forecast and budget adjustments

The F&GP Committee need to decide whether to recommend these changes to full Council after they have reviewed the relevant items on the agenda.

Risk Implications

There is a risk that the forecast is not achieved but the forecast could also be better than expected. These recommendations are modest and the Town Council finances are flexible enough to resolve any issues at year end.

This report to be read with the excel spreadsheets provided.

Janet Wheeler
Town Clerk

ITEM 10
EDMONDS PARK PAVILION
COVERING LETTER

Janet Wheeler

From: Tika Paudel <TPaudel@ridge.co.uk>
Sent: 29 January 2024 15:30
To: Janet Wheeler
Cc: Stuart Mundy; James Cole; Alex Wilde; Simon Keen
Subject: 5018614 - New Sports and Community Pavilion, Edmonds Park, Didcot - Payment Notice Nr 9
Attachments: 5018614 - New Sports Community Pavilion - Payment Notice Nr 9 (Signed).pdf; Edmonds Park - Interim Valuation Report Nr 9 - Ridge comments.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Dear Janet,

Please find attached the following for the above project:

- Payment Notice Nr 9 including Retention Statement and the Payment Schedule.
- Valuation Report Nr 9

The certificate constitutes a "Payment Notice" under the terms of the Contract, and it indicates a payment due from the Employer of £206,238 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 23 February 2024 (30 calendar days from the due date 24 January 2024)
- 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



The information contained within this email is intended for the named recipient only and may contain confidential information. If you are not the intended recipient please inform the sender immediately and delete this message, taking no action to copy or distribute its contents in part or as a whole.

Email Disclaimer

Edmonds Park Pavilion new build - money tracker	FUNDS RECEIVED	PAYMENTS OUT	PAYMENTS LESS VAT	VAT	NOTES
April 2023 application to borrow £750,000 1st tranche					
4/05/23 Loan fees 35p for every £1,000 or part of £1,000		£262.50			Taken at source
4/05/23 received from United Kingdom Debt management	£749,737.50				
27/05/23 RIDGE professional fees (1) Invoice 238163		£6,871.80	£5,726.50	£1,145.30	
26/05/23 RIDGE professional fees (2) Invoice 241136		£14,432.80	£12,027.33	£2,405.47	
15/06/23 LIFE invoice LBS205/1C (split in two payments)		£140,774.40	£117,312	£23,462.40	
16/06/23 LIFE invoice LBS205/1C (split in two payments)		£140,774.40	£117,312	£23,462.40	
14/07/23 LIFE invoice LBS205/2C (split in two payments)		£98,465.40	£82,054.50	£16,410.90	
17/07/23 LIFE invoice LBS205/2C (split in two payments)		£98,465.40	£82,054.50	£16,410.90	
14/07/23 RIDGE professional fees (3) Invoice 244159		£9,977.80	£8,314.83	£1,662.97	
09/08/23 Loan fees 35p for every £1000 or part of £1,000		£577.50			Taken at source
09/08/23 received from United Kingdom Debt management	£1,649,422.50				
17/08/23 LIFE invoice LBS205/3C (split in two payments)		£133,672.80	£111,394	£22,278.80	
18/08/23 LIFE invoice LBS205/3C (split in two payments)		£133,672.80	£111,394	£22,278.80	
16/08/23 RIDGE professional fees (4) Invoice 246407		£9,113.80	£7,594.83	£1,518.97	
15/09/23 LIFE invoice LBS205/4C (one payment)		£199,992.80	£99,994	£19,998.80	
15/9/23 RIDGE professional fees (5) Invoice 248798		£8,777.80	£7,314.83	£1,462.97	
24/10/23 LIFE invoice LBS295/5C (split in two payments)		£113,145.00	£94,287.50	£18,857.50	
26/10/23 LIFE invoice LBS295/5C (split in two payments)		£113,145.00	£94,287.50	£18,857.50	
11/10/23 RIDGE professional fees (6) Invoice 249888		£9,737.80	£8,114.83	£1,622.97	
23/11/23 LIFE invoice LBS205/6C (split in three payments)		£150,000.00	£299,805.00	£59,961.00	
24/11/23 LIFE invoice LBS205/6C (split in three payments)		£150,000.00 as above		as above	
24/11/23 LIFE invoice LBS205/6C (split in three payments)		£59,766.00 as above		as above	
24/11/23 RIDGE professional fees (7) Invoice 252906		£9,737.80	£8,114.83	£1,622.97	
20/12/23 LIFE INVOICE LBS205/7C (split in three payments)		£150,000.00	£340,863.00	£68,172.60	
21/12/23 LIFE INVOICE LBS205/7C (split in three payments)		£150,000.00 as above		as above	
22/12/23 LIFE INVOICE LBS205/7C (split in three payments)		£109,035.60 as above		as above	
22/12/23 RIDGE professional fees (8) Invoice 255045		£9,977.80	£8,314.83	£1,662.97	
11/01/24 LIFE invoice LBS205/8C (split into two payments)		£122,718.00	£102,265.00	£20,453.00	
12/01/24 LIFE Invoice LBS205/8C (split into two payments)		£122,718.00	£102,265.00	£20,453.00	
12/01/24 RIDGE professional fees (9) Invoice 257084		£13,097.80	£10,914.83	£2,182.97	
LIFE invoice LBS205/9C (split into two payments) pending		£123,742.80	£103,119.00	£20,623.80	
LIFE invoice LBS205/9C (split into two payments) pending		£123,742.80	£103,119.00	£20,623.80	
RIDGE professional fees (10) Invoice 260194 pending		£15,647.80	£13,039.83	£2,607.97	
TOTALS SO FAR	2,399,160.00	2,542,044.20	2,051,003.47	410,200.73	

Community Infrastructure Levy (CIL) Annual Report

Name of Local Council: **DIDCOT TOWN COUNCIL**

Financial Year: 2022/23

This report is to be completed in line with the following legislation:
 Regulation 121B (a re-enactment of regulation 62A inserted by the 2019 Regulations) of The Community Infrastructure Levy Regulations 2010 (as amended) Section 151 of the Local Government Act 1972 Accounts and Audit (England) Regulations 2011.

A town or parish council must prepare a report for any financial year ("the reported year") in which it received CIL receipts.

Town or parish councils that have retained CIL funds from previous years must also provide a report, this should confirm if the funds have been retained for a further year or details of expenditure of the funds.

Reports must be produced and submitted to South Oxfordshire District Council by 31st December 2023 latest.

Total CIL retained from previous years: £318,857.87 (A)

Expenditure this financial year of CIL retained from previous years

Item of expenditure

19/05/22 Solar panels at DTC buildings - deposit
 21/06/22 Zip Wire replacement Ladygrove Park
 28/11/22 Ability swing at Loyd Park

Expenditure Amount:

£43,373.50
£7,132.32
£3,574.60

Total (Calculates automatically if figures input electronically) £54,080.42 (B)

Total CIL Received this financial year (2022/23): £12,097.34 (C)

Expenditure of CIL which was received this financial year

Item of expenditure

Expenditure Amount:

Total: £0.00 (D)

Details of any notices received in accordance with **Regulation 59E** (see notes below)

Value of CIL receipts subject to notices served in the financial year: £0.00 (E)


Value of CIL receipts subject to notices which has been repaid to the charging authority during the financial year: £0.00 (F)

Value of CIL receipts subject to notices which have not been paid to the charging authority: £0.00 (G)

Current financial year (2022/23) CIL receipts retained at year end: (H = C minus D). £ 12,097.34 (H)

CIL receipts from previous years retained at year end: (I = A minus B). £264,777.45 (I)

Total value of CIL receipts retained at year end: (J = H plus I minus F). £ 276,874.79 (J)

Signed:  Name: **MRS J. WHEELER**
 Position: **TOWN CLERK / RFO**
 Date: **11-01-24**

ITEM 12
EXTENSION TO CCTV CONTRACT

Legal and Democratic

INTERIM HEAD OF SERVICE: Vivien Williams



Didcot Town Council
Council Offices
Britwell Road
Didcot
Oxfordshire
OX11 7HN

CONTACT OFFICER: Diane Foster
Diane.foster@southoxon.gov.uk
Tel: 01235 422422
Textphone: 18001 01235 422422
Abbey House, Abbey Close, Abingdon,
OXON, OX14 3JE

1 February 2024

Dear Sir/Madam

Contract between South Oxfordshire District Council and Didcot Town Council dated 13 August 2019 relating to the provision of CCTV services in Didcot Town Centre - Extension

I refer to the above Contract.

Please take this letter as notice that the Council is exercising its right under clause 15 of the Contract to extend the term by 2 years. The original Contract Terms and Conditions are still applicable to this extension.

Therefore, the term of the contract will now expire on 31 March 2026.

The above extension is conditional upon your countersignature of this letter by way of agreement to its terms and returning one copy to me.

I look forward to hearing from you.

Yours faithfully,

A handwritten signature in black ink that reads "Diane Foster".

Diane Foster
Licensing and Community Safety Manager
For and on behalf of South Oxfordshire District Council

www.southoxon.gov.uk



12-1

Contract relating to the provision of CCTV services in Didcot Town Centre

I/Wean authorised representative of Didcot Town Council confirm our agreement to terms contained within this letter.

Signature..... Date:

Print Name: Position:

This DEED is made the 13 day of August 2019

BETWEEN:

- (1) **South Oxfordshire District Council** of 135 Eastern Avenue, Milton Park, Milton, Abingdon, Oxfordshire OX14 4SB (the "**District Council**") and
- (2) **Didcot Town Council**, Civic Offices Britwell Road, Didcot, OX 1 1 7JN (the "**Town Council**")

WHEREAS

- A. In exercise of the powers conferred upon it under section 1 of the Localism Act 2011 and all other enabling powers the District Council has resolved to support in principle the provision of Closed Circuit Television systems (CCTV) in the District's towns of Henley on Thames, Wallingford, Thame and Didcot ("the CCTV Scheme").
- B. The District Council has installed CCTV cameras at locations in Didcot Town Centre.
- C. The Town Council commits to support the CCTV Scheme insofar as it relates to the Town Council's administrative area and has agreed to contribute towards the revenue costs of operating the CCTV Scheme in the Town Council's area. The District Council and Town Council had previously entered into an agreement to record the funding of the Scheme. Both the District Council and the Town Council wish to continue with the Scheme and have agreed to further enter into this Agreement.

IT IS AGREED AS FOLLOWS:

1. Definitions

- "Annual Revenue Operating Costs"** means the annual monitoring and maintenance costs in connection with operating the CCTV Scheme in the Town Council's administrative area.
- "Commencement Date"** means the date of this agreement
- "Data Protection Legislation"** means the Data Protection Act 2018, the EU Data Protection Directive 95/46/EC, the EU General Data Protection Regulation 2016/679, the Regulation of Investigatory Powers Act 2000, the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000 (SI 2000/2699), the Electronic Communications

Data Protection Directive 2002/58/EC, the Privacy and Electronic Communications (EC Directive) Regulations 2003 and all applicable laws and regulations relating to processing of personal data and privacy, including where applicable the guidance and codes of practice issued by the Information Commissioner;

“EIR” means the Environmental Information Regulations 2004 (as amended or superseded from time to time) together with any guidance and/or codes of practice issued by the Information Commissioner or relevant Government department in relation to such Regulations;

“FOIA” means the Freedom of Information Act 2000 (as amended or superseded from time to time) and any subordinate legislation made under that Act, together with any guidance and/or codes of practice issued by the Information Commissioner or relevant Government department in relation to that Act;

“Information” has the meaning given under section 84 of the FOIA;

“RPI” Means the index of retail prices (all items) contained in the monthly digest of statistics published by the Office for National Statistics or any other retail price index which may from time to time supersede it. Any increase in RPI will be on the basis of the annual percentage increase in the index in September for the twelve-month period up to 31st August in the previous year

“Term” means the term of the Contract as set out in clause 2;

2. Commencement and Term

This Agreement shall commence on 1 April 2019 and shall continue in force for a period of five years with, at the parties discretion an option to extend for a further two years.

3. Monitoring

The District Council will work with Thames Valley Police and the Vale of White Horse District Council to secure the most cost-effective monitoring arrangements for the CCTV Scheme.

4. Town Council's Contribution

4.1 In consideration of the District Council's obligations in clause 3 above and subject to the provisions of sub-clause 4.2 below, the Town Council shall contribute one third of the Annual Revenue Operating Costs (as set out under clause 7 below) of operating the CCTV Scheme in the Town Council's administrative area from the commencement date for the term of the contract.

4.2 The Town Council's obligation under clause 4.1 above is to contribute one third of the actual certified Annual Revenue Operating Costs up to a maximum of £11,078 in the first year of this Agreement. Thereafter each year the Town Council shall continue to contribute one third of the actual certified Annual Revenue Operating Costs up to a maximum of £11,078 (such figure to be subject to annual RPI increases) PROVIDED THAT if the actual certified Annual Revenue Operating Costs in any year (including the first year) of this Agreement exceed £33,234 (such figure to be subject to annual RPI increases) then the authorised representatives of the District Council and the Town Council shall meet in good faith and in a spirit of partnership to review the Town Council's contribution to the Annual Revenue Operating Costs.

4.3 The principles that the parties will take into account when reviewing the Town Council's contribution shall include but shall not be limited to principles of equity and fairness, the relative benefits to the parties of the continued operation of the CCTV Scheme in the Town Council's administrative area, the relative financial resources available to the parties and the desirability of the continued operation of the CCTV Scheme in the Town Council's administrative area.

4.4 If the parties cannot reach agreement within a reasonable time of first meeting then the dispute escalation procedure set out at clause 14 below shall be followed PROVIDED THAT the dispute need not be referred to arbitration and the District Council shall be at liberty to review the operation of the CCTV Scheme generally or specifically in relation to the whole or part of the Town Council's administrative area. For the avoidance of any doubt the District Council may at its discretion, which it shall exercise reasonably and with regard to the principles set out above, decide to provide a varied or reduced level of operation of the CCTV Scheme generally or specifically in relation to the whole or part of the Town Council's administrative area.

5. Estimated Revenue Costs

The estimated Annual Revenue Operating Costs of operating the CCTV Scheme in the Town Council's area shall be certified in writing by the District Council to the Town Council prior to or at the beginning of each calendar year, the first calendar year commencing on the date agreed under clause 4 above.

6. Payment Arrangements

The Town Council shall pay to the District Council one quarter of the estimated sum by quarterly payments in arrears. Payment will be made as agreed between the parties.

7. Reconciliation Account

As soon as reasonably practicable following the end of each calendar year the District Council shall certify in writing to the Town Council the actual Annual Revenue Operating Costs of operating the CCTV Scheme in the Town Council's administrative area for that calendar year. If the certified actual annual expenditure is greater or less than the certified estimated annual expenditure then the District Council shall reimburse the Town Council any excess sum paid or invoice the Town Council for any extra sum due as appropriate. In the case of an invoice for any extra sum due the Town Council shall pay the extra sum due within 30 days of receipt of an invoice from the District Council. Any disputes between the parties regarding certified sums shall be resolved pursuant to the dispute resolution procedure at clause 16 below.

8. Maintenance Repair and Monitoring

The District Council shall remain responsible under this Agreement for the maintenance and repair of the CCTV and for the monitoring arrangements.

9. Freedom of Information

9.1 The parties acknowledge and accept that in order to comply with the FOIA and the EIR, both may be obliged, on request, to provide or consider the provision of information to third parties where that information constitutes or may constitute Confidential Information. are subject to the provisions requirements of this Condition 9 (Freedom of Information), the parties shall both assist and co-operate (at their own expense) to facilitate the compliance with the FOIA and the EIR in that regard

9.2 Without prejudice to the generality of its obligations under Condition 9.1 above, the parties shall:

9.3 transfer any Request for Information that either party receive to each other as soon as practicable after receipt and in any event within two (2) FOI Working Days of receiving that Request for Information; and

9.4 provide to either party a copy of all Information in its possession or power that both parties reasonably consider is relevant to the Request, as soon as practicable and in any event within five (5) FOI Working Days of the request for the Information (and any follow-up Information required by either party thereafter within two (2) FOI Working Days of either parties follow-up request).

9.5 subject to each party complying with its obligations under this Condition 9 (Freedom of Information), the parties shall not be liable for any loss, damage, harm or other detriment suffered by them, arising from the disclosure of any Information (whether or not such Information is Confidential Information) falling within the scope of the FOIA or EIR.

9.6 both parties shall ensure that the terms of which it enters into replicate the provisions of this Condition 9 (Freedom of Information), such that both parties have the same rights under this Condition 9 (Freedom of Information).

9.7 For the avoidance of doubt, the provisions of this Condition 9 (Freedom of Information) shall survive termination or expiry of this Contract and continue in full force and with full effect without limit in point of time.

10.Data Protection Legislation

10.1 To the extent they apply to the District Council's monitoring activities pursuant to the Contract. The District Council shall (and shall ensure that its Staff shall) comply with any notification requirements under the Data Protection Legislation and both Parties will duly observe all their obligations under the Data Protection Legislation arising in connection with this Agreement. The District Council and the Town Council acknowledge, insofar as the Data Protection Legislation applies, for the purposes of the Data Protection Legislation, the District Council is the Data Controller and the Data Processor, and the Town Council is the Data Processor.

10.2 Notwithstanding the general obligation in clause 10.1 above, and insofar as the Data Protection Legislation applies; where the District Council is processing Personal Data for the Town Council, the District Council shall ensure it does not knowingly or negligently do or omit to do anything which places the Town Council in breach of its obligations under the Data Protection Legislation and shall;

- (a) Process that Personal Data only on written instructions;
- (b) Keep the Personal Data confidential;
- (c) Comply with reasonable instructions with respect to processing Personal Data and the District Council's Data protection policy;
- (d) not transfer any Personal Data outside of the European Economic Area without written consent;
- (e) assist in responding to any data subject access request and to ensure compliance with its obligations under the Data Protection Legislation with respect to security, breach notifications, privacy impact assessments and consultations with supervisory authorities or regulators;
- (f) Notify the Town Council without undue delay on becoming aware of a Personal Data breach or communication which relates to either the District Council or the Town Council's compliance with the Data Protection Legislation;
- (g) At the written request, delete or return Personal Data and any copies thereof to the Town Council on termination of this agreement unless required by the Data Protection Legislation to store the Personal Data.
- (h) Maintain complete and accurate records and information to demonstrate compliance with this clause and allow for audits by the Town Council's designated auditor.

10.2.1 ensure that it has in place appropriate technical and organisational measures to ensure the security of the Personal Data (and to guard against unauthorised or unlawful processing of the Personal Data and against accidental loss or destruction of, or damage to, the Personal Data), as required under the Data Protection Legislation; appropriate to the harm that might result from the

unauthorised or unlawful processing or accidental loss, destruction or damage and the nature of the data to be protected, having regard to the state of technological development and the cost of implementing any measures. Such measures may include, where appropriate:

- (a) pseudonymising and encrypting Personal Data;
- (b) ensuring confidentiality, integrity, availability and resilience of its systems and services;
- (c) ensuring that availability of and access to Personal Data can be restored in a timely manner after an incident;
- (d) regularly assessing and evaluating the effectiveness of the technical and organisational measures adopted by it.

10.2.2 provide the Town Council with such information as the Town Council may reasonably require to satisfy itself that the District Council is complying with its obligations under the Data Protection Legislation; and;

10.2.3 both the District Council and the Town Council do not agree to appointing any third party processor of Personal Data under this agreement;

10.2.4 to the extent the Data Protection Legislation applies to the District Council's activities pursuant to this Agreement the District Council shall have personal liability for and shall indemnify the Town Council for any loss, liability, costs (including legal costs), damages, or expenses resulting from any breach of the Data Protection Legislation, and shall maintain in force full and comprehensive insurance policies to cover such liability.

11. Properly Authorised

The Town Council confirms that it is properly authorised and has resolved in accordance with any requisite internal rules and procedures to enter into this Agreement. For the avoidance of doubt and so far as the law permits the Town Council agrees that any failure by it to follow its internal rules and procedures will not invalidate this Agreement which shall remain in full force and effect throughout the Term.

12 Variation

No deletion, addition, modification or variation to this Agreement shall be valid unless agreed in writing between the parties.

13. Review

The parties shall meet as often as required to review the operation of the CCTV Scheme and any other matters pertaining to this Agreement.

14. Termination

If at any time the operation of the CCTV Scheme ceases or is declared unlawful or becomes otherwise incapable of continuing under the terms of this Agreement then

the parties shall meet as soon as reasonably practicable to review the operation of this Agreement and that review may include a review of the payment and contribution arrangements. If either party wishes to terminate the agreement, written notice must be given 12 months prior to the cessation of the contribution arrangements.

15. Extension

If mutually agreed by the parties, this Contract may be extended for a period of up to two calendar years from the date of the expiry of the Original Term. Any extension shall be agreed in writing and signed by the parties.

16. Dispute Resolution

16.1 If any dispute arises between the parties in any way relating to this Agreement then the authorised representatives of the parties, being the District Council's Head of Service responsible for Community Safety or his/her nominee and the Town Clerk of the Town Council or his nominee shall meet as soon as possible in good faith effort in a spirit of partnership to resolve the dispute. If the authorised officers cannot reach agreement within 10 working days of first meeting then the dispute shall be referred to the District Council's Chief Executive.

16.2 If the parties still cannot agree within a further 5 working days then the matter shall be referred to arbitration under the Arbitration Act 1996 to a person agreed in writing between the parties or failing agreement to a person to be nominated on application by either party by the President for the time being of the Law Society. The arbitrator's award shall be binding upon the parties in the absence of manifest error and the arbitrator's costs shall be met in such proportions as the Arbitrator shall direct.

17. No Partnership or Agency

17.1. Nothing in this Agreement is intended to, or shall be deemed to, establish any partnership or joint venture between any of the parties, constitute any party the agent of another party, or authorise any party to make or enter into any commitments for or on behalf of any other party except as expressly agreed in writing between the parties.

17.2. Each party confirms it is acting on its own behalf and not for the benefit of any other party.

18. Paragraph Headings

The paragraph headings are for reference only and shall not affect the validity or construction of the Agreement.

19. Law

This Agreement shall be governed by and construed in accordance with the law of England and the parties irrevocably submit to the exclusive jurisdiction of the English Courts.

20. Costs

The parties shall bear their own costs and expenses in connection with this Agreement.

21. Contracts (Rights of Third Parties) Act 1999

No person who is not a party to this Agreement shall have any rights or obligations under it.

EXECUTED as a DEED by SOUTH OXFORDSHIRE DISTRICT COUNCIL

The Common Seal of
SOUTH OXFORDSHIRE DISTRICT COUNCIL
is hereunto affixed under the authentication of:

The Officer appointed for this purpose

Signature:

Print Name:

Position:

DM
Diene Smith
Senior Director



The Common Seal of
DIDCOT TOWN COUNCIL

Was hereunto affixed in the presence of:

Signature:

Print Name:

Position:

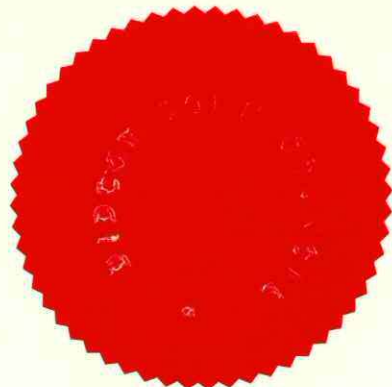
[Signature]
MOCKY KHAN
LEADER OF DIDCOT COUNCIL

Signature:

Print Name:

Position:

[Signature]
MRS J WUERELER
TOWN CLERK / RFO



Didcot Town Council

Finance and General Purposes Committee 26th February 2024



Report Author: Lucy Blake

Grass Verge Tender Report

Introduction

1. Didcot Town Council resolved at their full Council meeting on 6th November 2023 to put an invitation out to tender, on the Governments Contracts Finder website, for the cutting of the grass verges in Didcot.

Background

2. The advert was published on 15th December 2023, inviting suitably qualified companies to quote for 6 cuts a year, on a three-year contract. The closing date was set at 19th January 2024.
3. The Town Council received quotes from five companies. Each company was asked to provide the following items:
 - A quote for 6 cuts a year for a three-year contract
 - Evidence of their Public Liability Insurance
 - Evidence of their Employer Liability Insurance
 - Risk Assessments
 - H&S Policy
4. The companies were marked out of a possible score of 5, for each of these items and for the quality of the tender return. An average score out of 5 from the three Officers that graded them, was then added to the results table.
5. The table also includes additional comments made by the members of staff – this is attached as appendix 1.

Legal Implications

6. The Public Contracts Regulations 2015 will apply to this contract.
7. All terms and conditions stated in any agreement between the two Councils would need to be fully adhered to once the agreement has been signed.
8. Any company chosen to cut the verges on behalf of DTC will need to ensure all insurances are in place and prove that the company has the relevant expertise to carry out this work – documents provided in the tender process.

Financial Implications

9. Didcot Town Council will receive £13,424.43 from Oxfordshire County Council, per annum, for the cutting of the verges in the town. The Town Council would need to fund any deficit between this amount and the contract amount. This extra cost would need to be budgeted for the next three years – *should the Town Council decide to take on the cutting of the verges from OCC.*
10. Should the Town Council resolve to appoint one of the companies to cut the verges, the difference in cost verses what is given to the Council from OCC, will need to be budgeted:

Company	Overall quoted price for the 3 year period (ex VAT)	Average cost per year (ex VAT)	Difference to be budgeted each year (cost minus £13,424.43 from OCC)
A	£83,851.55	£27,950.52	£14,526.09
B	£88,069.29	£29,356.43	£15,932.00
C	£33,920.00	£11,306.66	- £2,117.76
D	£144,000.00	£48,000.00	£34,575.57
E	£109,083.00	£36,361.00	£22,936.57

Risk Implications

11. Didcot Town Council have a duty to ensure all agreements are adhered to.
12. The Town Council would need to inspect the work of the successful company to ensure they are providing a good service.
13. All signed agreements would be in place for three years.

Recommendation

14. The Committee should consider the quotes and decide whether to recommend accepting one of the quotes to full Council, for the cutting of the verges in Didcot.

Grass Verges Tenders - appendix 1

Company (A-D)	Cutting price - Year 1	Cutting price - Year 2	Cutting price - Year 3	Full Contract Price - for the full 3 years	Public Liability Insurance provided	Employer Liability Insurance provided	Risk Assessments provided	H&S Policy provided	Quality of Tender	Overall Score (out of 5)	Total excluding VAT for the 3 years	Additional Comments
A	£33,248.04	£34,910.44	£36,655.96	£104,814.44 inc VAT	4	4	5	5	4	4.4	£ 83,851.55	Very detailed RAs and H&S policy, Experienced in grass verge cutting. No copies of insurance supplied although confirmed, Carried out a cut in Didcot for OCC in 2023. Based in Faringdon. Quotes include VAT
B	£30,423.93	£28,822.68	£28,822.68	£88,069.29 ex VAT	4	4	5	5	4	4.4	£ 88,069.29	Provided references, included Environmental impacts, Based in Northants - quote excludes VAT
C	£13,800	£13,800	£13,800	£41,400 inc VAT	4	5	5	2	3	3.8	£ 33,920.00	Based in Reading, concerns regarding the cost, Spelt 'Didcot' wrong in documents. Quotes include VAT
D	£48,000	£48,000	£48,000	£144,000 ex VAT	4	4	5	4	5	4.4	£144,000.00	Detailed and well presented tender, Based in Buckinghamshire, Provided additional policies inc Environmental. Anti-Slavery etc, Provided references. Quotes include VAT
E	£36,361	£36,361	£36,361	£109,083 ex VAT	4	4	5	5	4	4.4	£109,083.00	Detailed h&s policy, included Environmental policy, works for many local authorities - connected to Oxford City Council. Based in Oxford

ITEM 14
GRASS GRANT FROM
OCC



**OXFORDSHIRE
COUNTY COUNCIL**

Ms J Wheeler
Didcot Town Council
Britwell Rd
Didcot
OX11 7HN

Highway Operations
Environment and Place
Ron Groves House
23 Oxford Rd
Kidlington
OXFORD OX5 2BP

18 December 2023

Dear Ms Wheeler

Re: Section 101 Legal Agreement

Further to your expression of interest, we are pleased to enclose two copies of the Section 101 legal agreement in respect of the delegation by the County Council to the Parish Council of certain grass cutting functions under the Oxfordshire Together framework.

Both copies of the agreement will need to be signed and returned to us at Legal Services, County Hall, Oxford OX1 1ND. If your Town Council has a sealing process, please use the sealing execution block on the last page of the agreement. Otherwise please use the execution block requiring signature by two members. Please do not date the agreement as we will date it when we seal it. We will then return one of the copies to you.

We have continued the practice of completing this agreement as a deed but if that causes you any difficulty please let us know.

If you have got any questions regarding the legal agreement or the grass cutting payment information included in the financial schedule please contact the county council area steward for your area.

Contact officer: Belinda Davies
Email: Belinda.davies@Oxfordshire.gov.uk
Phone: 0345 3101111

We look forward to receiving the signed agreement, and would like to use this opportunity to thank you once again for working with us to develop community solutions for your local area.

Yours sincerely

Belinda Davies
Support Officer, Highway Operations
Email: Grasscutting@oxfordshire.gov.uk
www.oxfordshire.gov.uk/oxfordshire.gov.uk



¹DATED

2023

THE OXFORDSHIRE COUNTY COUNCIL

- and -

DIDCOT TOWN COUNCIL

Agreement
under Section 101 of the Local Government Act 1972
relating to various highway functions

Anita Bradley
Director of Law & Governance and Monitoring Officer
Oxfordshire County Council
County Hall
New Road
Oxford OX1 1ND

¹ Please do not date. The County Council will date when it has sealed the deed

- 1.6 "Public Rights of Way" means the footpaths, bridleways, restricted byways and byways open to all traffic recorded on the Definitive Map and Statement for Oxfordshire and situated in the Town
- 1.7 "the Roads" means the public highway maintainable at public expense situated in the Town and which may lawfully be used by mechanically propelled vehicles (but excluding any byways open to all traffic)
- 1.8 "statutory requirements" means requirements of any enactment (being any act or any subordinate legislation as defined in the Interpretation Act 1978) national guidance or practice guides
- 1.9 Any reference to an enactment includes any amendment to or modification of it and the version of it for the time being in force shall apply
- 1.10 Headings in this Agreement will be for convenience only and shall not be taken into account in its construction and interpretation
- 1.11 Reference to clauses sub-clauses and schedules are references to clauses sub-clauses and schedules in this Agreement
- 1.12 Where the context so requires:-
- 1.12.1 the singular includes the plural and vice versa
- 1.12.2 the masculine includes the feminine and vice versa
- 1.12.3 persons includes bodies corporate associations and partnerships and vice versa
- 1.13 Words denoting an obligation on a party to do any act matter or thing include an obligation to procure that this is done and words placing a party under restriction include an obligation not to cause permit or allow infringement of this restriction

1.14 Any notice, act, determination, direction or other communication between the parties in connection with the Delegated Functions shall be given in writing and be correctly addressed and sent by prepaid first class post or be delivered personally to the Director of Environment and Economy at the County Council County Hall, New Road, Oxford OX1 1ND or to the clerk for the Town Council

2. **Purpose of Agreement**

2.1 The County Council wishes to make arrangements with the Town Council for the discharge by the Town Council of certain of the County Council's functions relating to highways, public rights of way, watercourses and school crossing patrols under the Highways Act 1980, and if relevant the Road Traffic Regulation Act 1984 and the Land Drainage Act 1991, and any other enactment giving the County Council the duty or the power to carry out the functions delegated under this agreement

2.2 For the purposes of the above mentioned acts the County Council is the highway authority and the traffic authority for certain highways in the Town and is the lead local flood authority for the Town

2.3 The Town Council wishes to carry out the Delegated Functions in their Town

2.4 This Deed is entered into pursuant to Section 101 of the Local Government Act 1972, Section 9EA of the Local Government Act 2000, the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012 and all other enabling powers for the purpose of delegating the functions referred to in this agreement

3. **Delegation**

3.1 The County Council hereby delegates to the Town Council the power to discharge the Delegated Functions in accordance with the provisions of this Agreement and the Town Council accepts the delegation of the Delegated Functions subject to the provisions of this Agreement

4. **Commencement and Operation**

4.1 This Agreement shall operate on and from the date of this agreement until it is terminated as follows:-

4.1.1 Immediately on written notice from the County Council in the case of any substantive breach of the terms of this agreement by the Town Council

4.1.2 by the County Council giving not less than 3 months prior written notice to the Town Council to take effect at any time

4.1.3 by the Town Council giving not less than 3 months prior written notice to the County Council to take effect from 1 January in any year

AND the County Council or as applicable Town Council may give notice as aforesaid so as to partially terminate this Agreement in respect of one or more of the Delegated Functions only

4.2 This Agreement is entirely without prejudice to Section 101 (4) of the Local Government Act 1972 so that the County Council may continue to exercise the functions described in Schedule 1 to this Agreement as well

4.3 If at any time it appears to the County Council that the Town Council is materially in default of its obligations under this Agreement the County Council may take such action as appears to be reasonably necessary to remedy such default and may recover its reasonable costs in so doing

from the Town Council subject always to the default continuing after the County Council has given not less than 21 days notice (or in case of emergency such notice if any as is practicable) of the steps it requires to be taken to remedy the default

- 4.4 On termination of this Agreement the rights or remedies for any antecedent breach and clauses which expressly or by implication have effect after termination shall continue in full force and effect

5. **Performance of Delegated Functions**

5.1 The Town Council covenants that:-

- 5.1.1 it will perform the Delegated Functions and undertake them with all due skill care and diligence and in accordance with the provisions of this Agreement
- 5.1.2 it will in carrying out each Delegated Function comply with the conditions and requirements relating to that Delegated Functions as set out in columns 2 and 3 of Schedule 1
- 5.1.3 it will in carrying out the Delegated Functions comply with all statutory requirements and without limitation to the foregoing will comply with Health & Safety at Work and employment legislation at all times in carrying out Delegated Functions
- 5.1.4 it will in carrying out the Delegated Functions including exercising the discretions and decision making powers relating to the Delegated Functions comply with any procedures, protocols and guidance of the County Council as so advised from time to time including the procedures, protocols and guidance referred to in Schedule 1

5.1.5 it will exercise the Delegated Functions with the minimum of disturbance to the highway and take all appropriate steps to safeguard public rights of passage on the highway

5.2 Any written communication from the Town Council in connection with the discharge of the Delegated Functions shall state that such functions are exercised by the Town Council as delegated by the County Council but no such document shall be invalid by reason only that this requirement is not complied with and no person acting in pursuance of any such document shall be concerned to see if such requirements are observed

6. **Finance/Funding**

6.1 All expenses arising out of the exercise by the Town Council in carrying out the Delegated Functions will be defrayed by the Town Council

6.2 Where funding is available for the Delegated Function as identified in column 4 of Schedule 1 the relevant provisions of Schedule 2 shall apply

7. **Legal Proceedings**

7.1 The Town Council will notify the County Council of any claim made against the Town Council in respect of the Delegated Functions within 21 days of receipt of such a claim

7.2 Where any proceedings arise in connection with the Delegated Functions the County Council or the Town Council (or both as the case may require) shall each provide to the other such evidence and other information and assistance as may reasonably be required for the purpose of those proceedings

8. **Indemnity and Insurance**

8.1 The Town Council will indemnify the County Council in respect of all actions claims costs demands proceedings and liabilities which may arise from any act omission or neglect on the part of the Town Council its agents contractors volunteers or employees in connection with the performance of any of the Delegated Functions or from any breach by the Town Council of the provisions of this Agreement save to the extent that liability arises out of the negligence or default of the County Council

8.2 The Town Council covenants with the County Council that it will inform its insurers of its agreement to carry out the Delegated Functions under this agreement and will maintain insurance cover with a reputable company to include public liability insurance in the minimum sum of Ten Million Pounds (£10,000,000) per claim and employers liability insurance in the sum of Ten Million Pounds (£10,000,000) per claim. The Town Council will within 14 days of request supply evidence to the County Council that such insurance is being maintained by the Town Council

9. **Employment**

The Town Council shall indemnify the County Council and any provider engaged by the County Council to perform any of the Delegated Functions and keep them both fully indemnified in respect of any claims losses costs expenses demands and liabilities which relate to any claim brought by any employee or person claiming to be an employee (including any contractor) on the date upon which this Agreement or relevant part of it is terminated arising out of their employment with the Town Council or its termination

10. **Third Party Rights**

This Agreement gives no rights under the Contract (Rights of Third Parties) Act 1999 but this does not affect any rights which were available apart from that Act

11. **No Waiver**

No alterations in the terms of this Agreement nor any forbearance or forgiveness on the part of any party in or in the extent or nature of any matter or thing concerning this Agreement shall in anyway release any party from liability under this Agreement

12. **No Fetter**

Nothing in this Agreement shall prejudice or affect the rights powers duties and obligations of the County Council or Town Council in the exercise of their respective functions in any capacity

13. **Variations**

Any provision of this Agreement may be varied at any time by written agreement between the parties such variation to be attached to this Agreement

14. **Initial Dispute Resolution**

In the event of a dispute arising in connection with this Agreement which is not resolved within 14 days by the Town Council and the County Council it shall:-

14.1 in the first instance be referred to the respective directors of the Town Council and the County Council with overall responsibility for the performance of the Delegated Functions

14.2 if after a further 14 days the dispute remains outstanding it will be referred to the Chief Executives or other senior officer designated by the Town Council and the County Council

THE COMMON SEAL of THE)

OXFORDSHIRE COUNTY COUNCIL)

was affixed to this Deed in the presence of:)

Chief Legal Officer/Designated Officer

SCHEDULE 2

FUNDING ARRANGEMENTS

1. The County Council will pay the sums calculated in each case according to the formula in the table below per annum from the 1st April of every year in respect of the Delegated Functions.
2. Payment will be made by a single annual payment in advance.
3. Payment for a part year will be calculated pro rata.
4. There will be an annual review of rates of payment by the County Council.
5. If the agreement is terminated part way through a year a pre rata refund is to be made to the County Council within 28 days of termination.
6. Payments calculated in accordance with paragraph 1 above are exclusive of VAT.

	FUNDING OFFERED	FUNDING MECHANISM
PART 1 – Grass Cutting (Urban)	130,970 square metres of grass £13,424.43	10.25 pence per square metre calculated at two cuts per annum.
PART 2 – Grass Cutting (Rural)	XX linear metres of grass £XX	1.25 pence per linear metre calculated at two cuts per annum.

SCHEDULE 1 – PART 1 – Grass Cutting (Urban)

Delegated Function	Conditions	Other Requirements	Notes
<p>Cutting of grass verges within the urban area (inside 30mph speed limit), with reference to attached OCC Verge and Vegetation Policy dated Feb 2023</p>	<p>1. Minimum Standards for undertaking delegated function.</p> <p>1.1 Sufficient to ensure compliance with duty to maintain the highway specified in Section 41 of the Highways Act 1980</p> <p>1.2 To undertake a nature led and risk-based approach to verge maintenance with the following minimum levels of service</p> <p>1.3 Cutting regimes should seek to enhance biodiversity</p> <p>1.4 1 cut per year on visibility splays dependant on growth</p> <p>1.5 1 cut per year for fully adopted highway urban verge areas</p> <p>1.6 1 cut per year, at the end of the growing season or such time to maintain their habitat value, on Road Verge Nature Reserves</p> <p>1.7 Full width cut-backs on a cyclical basis of 1/2 of the adopted verges in Areas of Outstanding</p>	<p>1. Health and Safety standards include:</p> <p>1.1 A site risk assessment to be carried out.</p> <p>1.2 Personal protective equipment to be worn/ used and correct for the speed of the road being worked on.</p> <p>1.3 Personal protective equipment to be supplied and used which is suitable for the tools/machines being utilised</p> <p>1.4 Correct type of grass cutting equipment to be used for different environments (steep verges etc).</p> <p>1.5 Training must be given to operatives utilising any form of cutting or mowing equipment or specialist equipment</p>	<p>Funding available see Schedule 2.</p>

	<p>Natural Beauty every year at the end of the growing season.</p> <p>1.8 Wildlife refuges 1m wide at the rear of verges 3m or more, to be cleared in rotation every 5 years</p> <p>2. All work should be notified in advance to StreetWorks.TrafficManagement@Oxfordshire.gov.uk and postponed if required so as to ensure that there is no conflict with other highway works or street works</p>	<p>2. Cuttings may be left to mulch on the highway verge ,but preferably, collected and disposed of commercially or composted in the community. Cuttings should not be taken to local household recycling sites</p>	
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Didcot Town Council

Finance and General Purposes Committee 26th February 2024



Report Author: Lucy Blake and Stuart Mundy

Splash Pad Tender Report

Introduction

1. Didcot Town Council resolved at their full Council meeting on 6th November 2023 to put an invitation out to tender, on the Governments Contracts Finder website, for the construction and installation of a Splash Pad and Plant Room at Edmonds Park in Didcot.

Background

2. The advert was published on 15th December 2023, inviting suitably qualified companies to quote for the construction and installation of a Splash Pad and Plant Room in Edmonds Park. The closing date was set at 1st February 2024.
3. The Town Council received quotes from two companies. Each company was asked to provide the following items:
 - Confirmation of a site visit
 - Evidence of their Public Liability Insurance – minimum 10 million
 - Evidence of their Employer Liability Insurance – minimum 10 million
 - Risk Assessments
 - Method Statements
 - H&S Policy
 - Evidence of qualifications
 - Availability to start
4. The companies were marked out of a possible score of 5, for each of these items and for the quality of the tender return. An average score out of 5 from the Officers that graded them, was then added to the results table.
5. The table also includes additional comments made by the members of staff – this is attached as appendix 1.

Legal Implications

6. The Public Contracts Regulations 2015 will apply to this project.
7. Didcot Town Council will have a duty of care to all visitors and users of the Splash Pad and will need to ensure that the water tests are carried out daily.
8. Any company chosen to carry out the construction of this project will need to ensure all insurances are in place and prove that the company has the relevant expertise to carry out this work – documents provided in the tender process confirm this.

Financial Implications

9. The two quotes received for the Splash Pad range from £428,345.93 to £465,795.28. This does not include the running costs of the Splash Pad – hiring someone to carry out the water tests numerous times a day for example. Due to the importance of these tests, it is felt that this could not be done by anyone under the age of 18 years.
10. There will be additional annual costs for the electric and water, which will also need budgeting for.
11. There will also be additional costs to get a minimum of two senior members of staff qualified in pool plant operations which is a three-day course, and a technical pool plant course for supervisors, which is a one-day course. This will also need consideration for budgeting.

Risk Implications

12. The cost of the construction of this project could be a financial risk for Didcot Town Council as well as the on-going running costs.
13. The Town Council will need to include the Splash Pad in visual inspections and adhere to all advice from the chosen company on maintenance and operation.
14. Failure to staff the Splash Pad will result in the Pad not being able to open due to the water testing involved. Staff will also be needed to ensure the maximum numbers are not exceeded as determined by the Risk Assessment. This could influence the reputation of the Splash Pad.

Recommendation

15. The Committee should consider the quotes and decide whether to recommend accepting one of the quotes to full Council, for the construction and installation of the Splash Pad and Plant Room, in Edmonds Park.

Splash Pad tenders - appendix 1

Company	Confirmation that a site visit was carried out	Public Liability Insurance provided	Employer Liability Insurance provided	Risk Assessments provided	Method Statements provided	H&S Policy provided	Evidence of Qualifications	Quality of Tender	Overall Score (out of 5)	Total excluding VAT for the 3 years	Additional Comments
A	5	5	5	5	5	5	5	5	5	£449,915.96	Additional £15,879.32 (+ VAT) for an attenuation tank, if needed. Quote includes 2x bins and 4x benches (and artificial grass). Also includes 4 interactive boards (as opposed to the 3 in the planning application). Offers 5 activator boards, as opposed to the one in planning application and 26 features, as opposed to 25 in planning application. Estimates less water use for the 26 features. Includes training for maintenance and operation. Suggests Plant Room needs 2 doors - planning application may need amending?
B	5	5	5	5	5	5	5	5	5	£442,345.93	Does not include the 2x bins and 4x benches. Price can be reduced to £428,345.93 if DTC went with a Steel Modular Plant Room (will require more maintenance than GRP building). Can use Gomy Floor Tiles (specifically for Splash Pad) for an additional £8,140.00. Will not use artificial grass - not environmentally friendly. 20% of invoice to be paid on order. Manufactured in the UK. Includes training for up to 6 people, and support 7 days a week. Included separate cost for electrical cable to connect from main pavilion. Working towards gaining ISO. If attenuation tank is needed, it would be supplied at their cost.

Both companies are very accredited in terms of qualifications and should provide DTC with a safe construction.

An example of predicted running costs (estimated)

TER PLAY AREA RUNNING COSTS recirculation sys									
Description	Per Day m ³	Season Usage	Days Usage Average	m ³	Price per m ³ Water	Price per m ³ Sewage	Total Cost £		
Daily Water Usage based on 6hrs operation	8	April-Sept	110	880	1,9145	1,1537	2,700.02		
Average Total Water and Sewage Cost							£2,700.02		
Note: Costs based on £1.9145p per m ³ , for water check with provider									
Sewage Cost based £1.1537 per M3									
Average Chemical costs per year							£1,500.00		
WATER PLAY AREA RUNNING COSTS									
Description	KW Rating	Hrs Use Per Day	Season Usage	Days Usage	Total Hours	KW Hrs	Price per Hr?	KW Total	Cost
Filtration pump night running	4	24	May - Sep	150	3600	14400	0.258	3715.2	
Effects pump	4	5	May - Sep	110	550	2200	0.258	567.6	
Return suction pump	4	5	May - Sep	110	550	2200	0.258	567.6	
Granulos chlorine dispenser	0.5	24	May - Sep	150	3600	1800	0.258	464.4	
Solenoid system	1	5	May - Sep	110	550	550	0.258	141.9	
Average Total electrical costs							21150	£5,456.70	
Note: Costs based on £0.258p per kw/hr daytime.									
Total Average running cost not including Labour							£9,656.72		
Average Labour costs 1 man 3 hrs per day									
Grand Total Estimated cost									
							£5,176.00	£14,831.72	
							Average total cost		

20/02/2024

Didcot Town Council

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Sales Ledger Aged Account Balances

User: JW

Outstanding Balances by Month as at 20/02/2024

A/C Code	Customer Name	Balance	Feb 2024	Jan 2024	Dec 2023	Prior Months	On A/c Pymnts
Ledger No 1: Bookings							
AAAAGEUK	AGE UK	465.88	0.00	0.00	0.00	465.88	0.00
AAAYCSW	YOUNG CARERS SUPPORT	63.00	0.00	0.00	0.00	63.00	0.00
AABFYC	BE FREE YOUNG CARERS	104.58	0.00	0.00	0.00	203.28	-98.70
AABSOUL	BERNADINE SOUL	517.62	517.62	0.00	0.00	0.00	0.00
AACRAFT	CHRIS WALLACE	1,553.98	0.00	1,553.98	0.00	0.00	0.00
AADCP	DCP	120.60	0.00	0.00	0.00	120.60	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
AAMYP	MY PILATES FLOW	166.88	0.00	0.00	166.88	0.00	0.00
AAOCFA	JANE HOSKINS	204.96	0.00	0.00	0.00	204.96	0.00
AAOD	OXFORD DIOCESE	-59.00	0.00	0.00	0.00	78.00	-137.00
AAOH4	LIZ MASIH	262.76	262.76	0.00	0.00	0.00	0.00
AARC&TST	RAILWAYCORRESPONDENC	65.04	0.00	65.04	0.00	0.00	0.00
AARCOUNCI	RIVERSIDECOUNSELLING	-63.22	0.00	232.60	0.00	137.72	-433.54
AASA	STYLE ACRE	518.41	172.32	0.00	0.00	726.27	-380.18
AASEN	SENDIASS	210.00	0.00	210.00	0.00	0.00	0.00
AASSC	SILVERSLIPPERCLUB	137.67	0.00	0.00	174.38	0.00	-36.71
AATVI	THAMES VALLEY INITIA	13.78	233.40	0.00	0.00	216.30	-435.92
AATVP	THAMES VALLEY POLICE	144.54	0.00	0.00	162.54	0.00	-18.00
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
AUTISMC	AUTISMC	310.80	310.80	0.00	0.00	0.00	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	0.00	90.00	0.00	0.00	0.00
DBC	DBC	16.99	0.00	0.00	0.00	16.99	0.00
DEERSPIRIT	DEERSPIRIT	50.40	0.00	0.00	0.00	50.40	0.00
DID SPEAK	DIDCOT SPEAKERS	246.71	0.00	58.66	58.66	472.37	-342.98
DIDCOTCASJ	DIDCOT CASUALS JUN	-80.00	0.00	0.00	0.00	-80.00	0.00
DIDCOTU3A	U3AR	16.99	0.00	0.00	0.00	16.99	0.00
DIDU3A	DIDCOT U3A	22.08	0.00	0.00	0.00	22.08	0.00
ELUWAH	ELUWAH	25.20	0.00	0.00	0.00	25.20	0.00
FLB	BELLO	682.64	0.00	0.00	0.00	682.64	0.00
HARWELLSH	HARWELLS	142.32	61.68	0.00	0.00	80.64	0.00
HFTCLARE	HFTCLARE	1,075.20	0.00	302.40	126.00	646.80	0.00
HTC	HTC	16.99	0.00	0.00	0.00	16.99	0.00
JAMIEC	JAMIEOXCC	72.00	0.00	0.00	0.00	72.00	0.00
JERLLOYD	JERESAND VALE	429.63	0.00	0.00	0.00	429.63	0.00
JOALLMOND	JOALLMO	15.00	0.00	0.00	0.00	15.00	0.00
KINGDOMPR	KINGDOM	112.00	0.00	0.00	0.00	112.00	0.00
KRC-COOP2	COOP MEMORIALS	125.00	0.00	0.00	125.00	0.00	0.00
MARSHOCC	TMARSH	151.88	0.00	0.00	0.00	151.88	0.00
MISC	MISCELLANEOUS RECEIP	-69.00	0.00	0.00	0.00	0.00	-69.00
OCCCHIARA	OCCHIARA	86.40	0.00	43.20	0.00	43.20	0.00
Sub Total C/Fwd		8,895.96	1,558.58	2,555.88	813.46	6,304.00	-2,335.96

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Outstanding Balances by Month as at 20/02/2024

A/C Code	Customer Name	Balance	Feb 2024	Jan 2024	Dec 2023	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	8,895.96	1,558.58	2,555.88	813.46	6,304.00	-2,335.96
Ledger No 1: Bookings (Continued)							
OCCGENER	OCCGEN	-489.00	0.00	0.00	0.00	0.00	-489.00
OCCSEN	SEN TEAM OCC	194.20	0.00	0.00	0.00	194.20	0.00
ORDERSTJO	STJOHN	622.80	0.00	622.80	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
OXMINDSAR	MINDSARA	99.60	0.00	0.00	0.00	99.60	0.00
PAULLATHA	PLATHAM	-19.20	0.00	0.00	0.00	19.20	-38.40
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
SEN	CHILDEDUOCC	861.80	0.00	0.00	0.00	861.80	0.00
SODCCULLIF	CULLIFORD	64.50	0.00	0.00	0.00	64.50	0.00
SODCNEWC	NEWCOMB	339.57	0.00	0.00	0.00	339.57	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
THAMESWA	THAMESW	2,001.60	0.00	2,001.60	0.00	0.00	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
	Total Sales Led	13,634.83	1,558.58	5,180.28	813.46	9,224.85	-3,142.34
TOTAL SALES LEDGER BALANCES		13,634.83	1,558.58	5,180.28	813.46	9,224.85	-3,142.34

$$\begin{array}{r}
 \text{PROPOSED WRITE-OFFS} = \text{£}127.86 \\
 + \text{BELLO DEBT} \quad \quad \quad \text{+ £}682.64 \\
 \hline
 \text{£}810.50
 \end{array}$$

EDFEST BUDGET

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14/02/2024

Didcot Town Council

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Nominal Ledger Report by ACCOUNT

User :RLB

A/c Code	339	EMR Summer Fayre			Annual Budget	0
Centre		(none)			Committed	0
<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				Opening Balance		12,550.00
		Account	EMR Summer Fayre	Account Totals	0.00	12,550.00
		Centre		Net Balance Month 12		12,550.00

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ED FEST REFUNDS

14/02/2024

Didcot Town Council

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Nominal Ledger Report by ACCOUNT

User :RLB

A/c Code	9041 Summer Fayre - Income				Annual Budget	0
Centre	201 Arts & Grants-Empowered				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				Opening Balance		0.00
1	17/04/2023	Bacs	Cashbook	S Thompson -Summer Fayre		33.33
1	18/04/2023	Bacs	Cashbook	John's Whippy -Summer Fayre		33.33
1	20/04/2023	Bacs	Cashbook	Abingdon Distillery -Summer		33.33
1	21/04/2023	Bacs	Cashbook	Results Align -Summer Fayre		33.33
1	25/04/2023	Bacs	Cashbook	J Allsopp -Summer Fayre		33.33
1	26/04/2023	Bacs	Cashbook	J Bartlett -Summer Fayre		33.33
2	03/05/2023	Bacs	Cashbook	Didcot Rugby Union -Ed Fest		33.33
2	09/05/2023	Bacs	Cashbook	H Davidson -Summer Fayre		33.33
2	11/05/2023	Bacs	Cashbook	N Hewlett -Summer Fayre		33.33
2	18/05/2023	Bacs	Cashbook	Westga Enter Ltd		16.67
3	05/06/2023	Bacs	Cashbook	D Rouane -Ed Fest Didcot Pride		16.67
3	06/06/2023	Bacs	Cashbook	Payalben Patel -Ed Fest		33.33
3	13/06/2023	Bacs	Cashbook	Dzimwasha Wo -Ed Fest		33.33
3	14/06/2023	Bacs	Cashbook	Didcot APUK -Ed Fest		16.67
3	15/06/2023	Bacs	Cashbook	Cleal's Wheels -Ed Fest		33.33
3	15/06/2023	Bacs	Cashbook	J Garner -Ed Fest		16.67
3	16/06/2023	Bacs	Cashbook	Space Store -Ed Fest		33.33
3	16/06/2023	000017	Cashbook	M & D Moore -Ed Fest		16.67
3	20/06/2023	Bacs	Cashbook	BKB Food -Ed Fest		66.67
3	26/06/2023	Bacs	Cashbook	Glory Bee -Ed Fest		33.33
3	27/06/2023	Bacs	Cashbook	Didcot Barramundi -Ed Fest		33.33
3	27/06/2023	Bacs	Cashbook	1st Didcot Scouts -Ed Fest		16.67
3	30/06/2023	SN1	Sales Ledger	Invoice No:-DTC1371		40.00
4	03/07/2023	Bacs	Cashbook	A&R Snell -Foodbank		16.67
4	04/07/2023	Bacs	Cashbook	D&S Totterdell -Ed Fest		16.67
4	10/07/2023	Bacs	Cashbook	L&J Barresi -Ed Fest		33.33
4	11/07/2023	Bacs	Cashbook	A Gunter -Arts		33.33
4	11/07/2023	Bacs	Cashbook	A Hall -Oxford Chock Sh		33.33
4	19/07/2023	Bacs	Cashbook	Fabio Di Donato -Makespace		16.67
4	19/07/2023	Bacs	Cashbook	N Simmonds -Tashas Rashers		33.33
4	21/07/2023	Bacs	Cashbook	SL Warwick		33.33
4	24/07/2023	Bacs	Cashbook	D&E Blackford -Laney Bobs		33.33
4	25/07/2023	Bacs	Cashbook	S Appleton -Ed Fest		66.67
4	26/07/2023	Bacs	Cashbook	Lauren Slack -Ed Fest		16.67
4	27/07/2023	Bacs	Cashbook	S Barratt -Ed Fest		16.67
4	27/07/2023	Bacs	Cashbook	Maren Orth -Ed Fest		33.33
4	31/07/2023	Bacs	Cashbook	SOFEA -Ed Fest		16.67
5	31/08/2023	BACS	Cashbook	Westgarth Ent -Ed Fest Refund	16.67	
5	31/08/2023	BACS	Cashbook	N Simmonds -Ed Fest Refund	33.33	
5	31/08/2023	BACS	Cashbook	Sara Warwick -Ed Fest Refund	33.33	
5	31/08/2023	BACS	Cashbook	Glory Bee -Ed Fest Refund	33.33	
5	31/08/2023	BACS	Cashbook	Nathan Cleal -Ed Fest Refund	33.33	
5	31/08/2023	BACS	Cashbook	J Barresi -Ed Fest Refund	33.33	
5	31/08/2023	BACS	Cashbook	S Thompson -Ed Fest Refund	33.33	

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EDFEST REFUNDS

14/02/2024

Didcot Town Council

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Nominal Ledger Report by ACCOUNT

User :RLB

A/c Code 9041 Summer Fayre - Income
Centre 201 Arts & Grants-Empowered

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
5	31/08/2023	BACS	Cashbook	J Bartlett -Ed Fest Refund	33.33	
5	31/08/2023	BACS	Cashbook	Abingdon Distillery -Ed Fest	33.33	
5	31/08/2023	BACS	Cashbook	A&R Snell -Ed Fest Refund	16.67	
5	31/08/2023	BACS	Cashbook	A Hall -Ed Fest Refund	33.33	
5	31/08/2023	BACS	Cashbook	Didcot Barramundi-Ed Fest Rfnd	33.33	
5	31/08/2023	BACS	Cashbook	Palben Patel -Ed Fest Refund	33.33	
5	31/08/2023	BACS	Cashbook	J Cannon/Whippy -Ed Fest Rfnd	33.33	
5	31/08/2023	BACS	Cashbook	Didcot APUK -Ed Fest Refund	16.67	
5	31/08/2023	BACS	Cashbook	H Davidson -Ed Fest Refund	33.33	
5	31/08/2023	BACS	Cashbook	BKB Food -Ed Fest Refund	66.67	
5	31/08/2023	BACS	Cashbook	N Hewlett -Ed Fest Refund	33.33	
5	31/08/2023	BACS	Cashbook	Results Align -Ed Fest Refund	33.33	
5	31/08/2023	BACS	Cashbook	Didcot Scouts -Ed Fest Refund	16.67	
5	31/08/2023	BACS	Cashbook	J Wojcik Dzimwasha-Ed Fest Rfn	33.33	
5	31/08/2023	BACS	Cashbook	S Appleton -Ed Fest Refund	66.67	
5	31/08/2023	BACS	Cashbook	SOFEA -Ed Fest Refund	16.67	
5	31/08/2023	BACS	Cashbook	Lauren Slack -Ed Fest Refund	16.67	
5	31/08/2023	BACS	Cashbook	Maren Orth -Ed Fest Refund	33.33	
6	05/09/2023	SN1	Sales Ledger	Invoice No:-CN1386	40.00	
6	14/09/2023	BACS	Cashbook	E Blackford -Ed Fest Refund	33.33	
6	14/09/2023	BACS	Cashbook	Fabio Di Donato -Ed Fest Rfnd	16.67	
6	14/09/2023	BACS	Cashbook	Jenny Allsopp -Ed Fest Refund	33.33	
6	14/09/2023	BACS	Cashbook	S M Barratt -Ed Fest Refund	16.67	
6	14/09/2023	BACS	Cashbook	J & A Gunter -Ed Fest Refund	33.33	
7	12/10/2023	EBP	Cashbook	Space Store -Ed Fest Refund	33.33	

	Account Summer Fayre - Income	Account Totals	1,006.63	1,106.64
	Centre Arts & Grants-Empowered	Net Balance Month 12		100.01

EDFEST EXPENDITURE 2023

14/02/2024

Didcot Town Council

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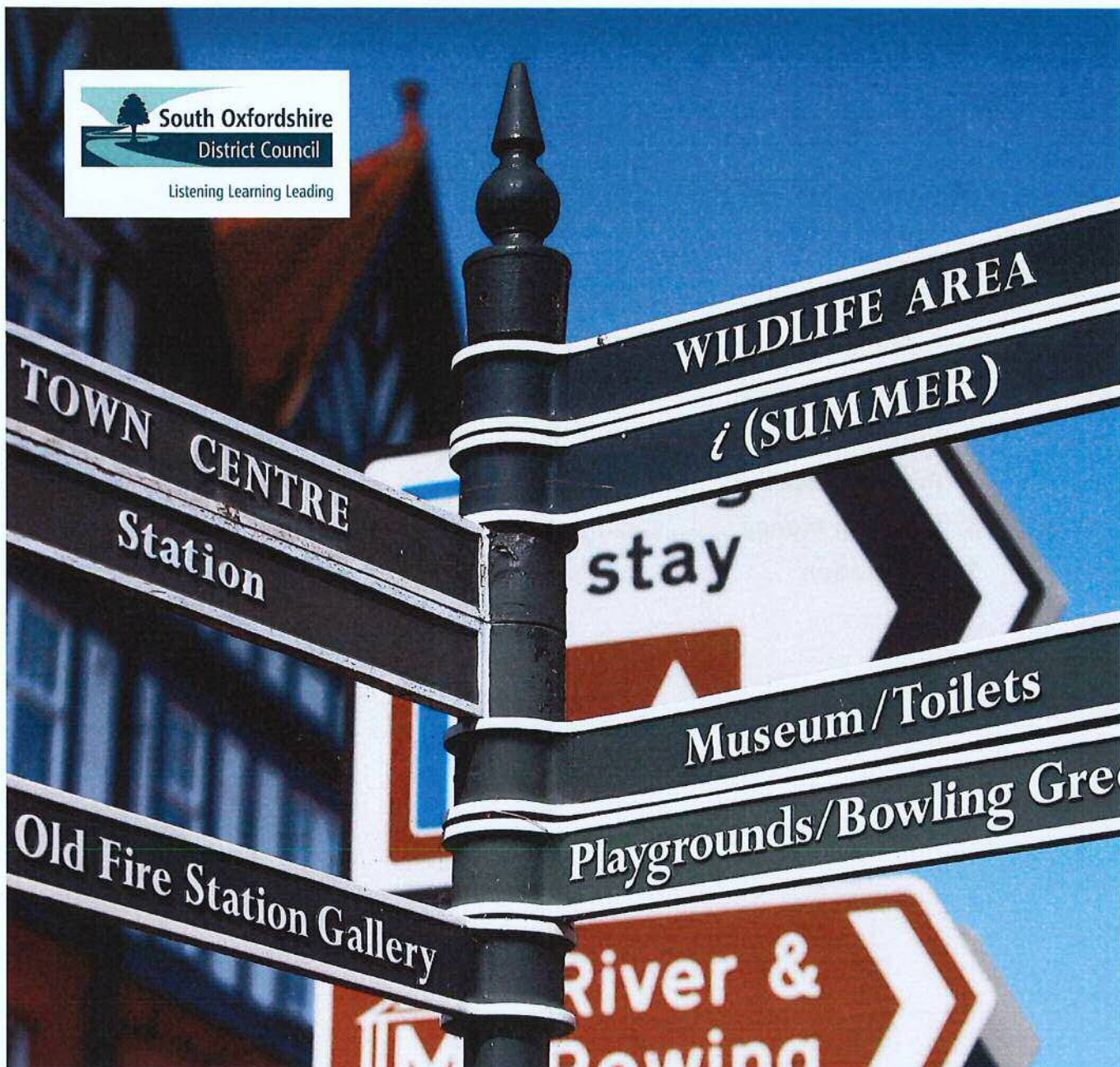
Nominal Ledger Report by ACCOUNT

User :RLB

A/c Code					Annual Budget	4,000	
Centre					Committed	0	
Month	Date	Reference	Source	Transaction Detail	Debit	Credit	
				Opening Balance	0.00		
3	30/05/2023	23/24	Cashbook	Printed Today - Banners	110.86		
3	01/06/2023	ENVISAGEPR	Purchase Ledger	4176/Security services 5Aug	1,200.00		
3	01/06/2023	MUDDLESMA	Purchase Ledger	4329/Mr Muddles Magical Mayhem	400.00		
3	04/06/2023	28/24	Cashbook	Amazon -Cable Ties	7.48		
3	07/06/2023	32/24	Cashbook	Printed Today -Banners	110.86		
3	09/06/2023	36/24	Cashbook	Facebook Advertinsing	2.47		
3	11/06/2023	37/24	Cashbook	Facebook Advertinsing	2.47		
3	12/06/2023	38/24	Cashbook	Facebook Advertinsing	2.47		
3	14/06/2023	43/24	Cashbook	Facebook Advertinsing	3.00		
3	22/06/2023	FACE-LONG	Purchase Ledger	4269/Face Painting	280.00		
3	27/06/2023	FLOWMOTION	Purchase Ledger	4268/Stilt walking & bubbles	325.00		
4	05/07/2023	TULU	Purchase Ledger	4310/Toilet hire 4Aug2023	305.00		
4	05/07/2023	65/24	Cashbook	ManoMano -Gazebo x3	299.97		
4	07/07/2023	ARMITAGEJC	Purchase Ledger	4332/Elsa Edfest visit	200.00		
4	08/07/2023	69/24	Cashbook	Facebook Advertising -Ed Fest	3.59		
4	14/07/2023	RAYSONM	Purchase Ledger	4357/Photography & video	500.00		
4	17/07/2023	TABLEFOOTB	Purchase Ledger	4362/Table football -Ed Fest	900.00		
4	18/07/2023	74/24	Cashbook	Digital Printing -Ed Fest	25.42		
4	20/07/2023	GOODALLC	Purchase Ledger	4367/Talks & tales -Ed Fest	175.00		
5	28/07/2023	79/24	Cashbook	OJM Farm -Straw Bales	170.00		
5	02/08/2023	84/24	Cashbook	Digital Printing -Leaflets	164.05		
5	04/08/2023	T01	Purchase Ledger	4459/Wd-40, Barrier Tape	38.55		
5	07/08/2023	AVEVENTS	Purchase Ledger	4423/PA System, Staging	3,500.00		
Account Summer Fayre					Account Totals	8,726.19	0.00
Centre Arts & Grants-Empowered					Net Balance Month 12	8,726.19	

£3923.82 balance

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South Oxfordshire District Council Community Infrastructure Levy Pilot Grant Fund

Expression of interest guidance notes

Contents

Introduction..... 1

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2. Eligibility Criteria 3

3. Project Proposal 6

4. Value for Money 6

5. Declaration 7

Introduction

Since April 2016, South Oxfordshire District Council has collected funding from liable developments in the district in the form of the Community Infrastructure Levy (CIL), which is to be used to deliver the infrastructure required to support growth in the area. Some of this funding is paid to the town or parish councils where the development has taken place to support the local need as a result of the delivery of the additional housing or commercial facilities. The remaining amount (the infrastructure proportion) is retained by the district council to provide infrastructure that meets the wider demand of cumulative development across the area.

The district council has a key role to play in this infrastructure delivery, but it is recognised that that council alone cannot fulfil all of the requirements across the district and to support in this the council allocates some of the infrastructure proportion to Oxfordshire County Council and to public healthcare infrastructure schemes supported by the Integrated Care Board (ICB).

The CIL Regulations set out that authorities must apply CIL funding for the provision, improvement or replacement of infrastructure to support development of its area and this can be used to fund a wide range of infrastructure such as transport, education, cultural and leisure facilities, play areas, parks, green infrastructure and flood alleviation schemes.

This flexibility gives local authorities the opportunity to determine which infrastructure they need to deliver, providing that it supports the development in their area. For the purposes of this grant fund, the levy can be used to deliver new physical infrastructure and also to increase the capacity or reach of existing infrastructure, but is not able to cover costs for scoping or pre-planning of projects.

As part of the 2023/24 budget setting process, South Oxfordshire District Council has allocated £750,000 from the infrastructure proportion towards a CIL grant fund pilot scheme to support other eligible organisations to deliver projects for provision, expansion or improvement of infrastructure to support the growth the district.

As the council already allocates a significant amount of its CIL collection to Oxfordshire County Council for education, transport, libraries and household recycling centres and to public healthcare infrastructure supported by the ICB, applications from the county council or the ICB will not be eligible for funding under the pilot CIL grant fund scheme.

The CIL grant fund is a pilot scheme which will be open to town and parish councils, constituted community groups and not for profit organisations. Applicants will be able to submit a bid for a minimum of £75,000 and a maximum of £250,000 and will be required to show what percentage of the overall costs the CIL contribution will represent. In exceptional circumstances, where a project can demonstrate

significant benefits to the community, consideration may be given to funding requests above or below the funding thresholds, subject to prior approval by the relevant head of service.

The application process, preceded by an expression of interest stage, is set out as follows:

- i) Expression of Interest (EOI) stage – EOIs are invited from Town and Parish Councils, constituted community groups and not for profit organisations, to deliver infrastructure projects that support the development of the area and the grant fund criteria. More detail on the information required at this stage is set out in sections 1 to 5 of this guidance document. **The EOI Stage will be open for a six week period from week commencing 19 February 2024** – any received after the closing date will not be accepted.
- ii) Assessment of EOIs will be undertaken by the Infrastructure Obligations Team to ensure the applicant and project eligibility criteria are met. Comments on EOI's will be sought from the CIL Member Working Group.
- iii) Outcomes of the EOI submissions will be communicated with the applicants within 15 working days of the submission deadline. Applicants will be told they have either been unsuccessful and are not able to proceed further, or that they have been successful and are therefore invited to submit a full application.
- iv) Full Application stage – Applicants successful at the EOI stage will be invited to submit a full application and provided with an application form and guidance. Applicants will have six weeks to submit their application.
- v) Assessment of applications will be undertaken by the Infrastructure Obligations Team using an agreed set of criteria which will be set out in the application guidance. Applications will be scored against the criteria and recommended for approval in consideration of their score and the overall amount of funding being sought from the CIL Fund.
- vi) The final decision on award of funding will be made by the Cabinet Member for Finance and Property Assets and is subject to a scrutiny call-in period. It is anticipated that applicants will be advised on whether their projects have been awarded in September, however, this may be delayed should the application decisions be called-in. Successful applicants will be required to formally accept the award within four weeks of the offer date.
- vii) A funding agreement will be entered into between South Oxfordshire District Council and each successful applicant, and this will set out reporting requirements and agreed timeframes for fund payments.

The following information is to provide further guidance with completing the EOI form. **Expressions of Interest must be submitted by 5pm on the deadline date.**

Applications should be completed through the online form provided. However, other formats can be requested from infrastructureobligations@southandvale.gov.uk.

If you have any questions about your project or completing the EOI form, please contact the Infrastructure Obligations Team at infrastructureobligations@southandvale.gov.uk or telephone 01235 422576 for guidance.

1. Applicant Details

Please provide all the details requested. It is essential that we have the contact details of an appropriate representative of the applicant organisation in order to advise the outcome of the EOI submission.

EOIs are invited from Town and Parish Councils, constituted community groups and not-for-profit organisations. Applicants who successfully bid for CIL funding will be expected to enter into a legal funding agreement with the council to ensure the money awarded is spent in accordance with the approved project proposal.

Applicants that are a community group or not for profit organisation will need to provide a copy of their constitution or equivalent governing documents with the EOI form.

2. Eligibility Criteria

Applicant eligibility

Please provide the details requested on the EOI form. If the applicant has a registered charity or company number, please provide this.

Please note that individuals cannot apply for CIL Funding. EOI's, and subsequent full applications, will only be accepted from Town and Parish Councils, constituted community groups and not for profit organisations. Applicants must be able to develop and deliver proposed projects themselves as South Oxfordshire District Council is not able to provide the resource to support groups to do this.

Who is not eligible?

- Oxfordshire County Council
- Integrated Care Board
- Profit based businesses
- Projects for residential buildings
- Groups who raise funds on behalf of or will improve/create facilities that will predominately benefit an ineligible organisation (for example PTA's?)
- Individuals (this includes making any payments to individuals on behalf of community groups)

Project eligibility

The scheme is only open to infrastructure projects that are to be delivered in the South Oxfordshire District Council area.

Infrastructure requirement

Whilst the grant fund can only support projects that are for the provision, improvement or replacement of physical infrastructure that is required to support development of the district, qualifying applications can be for the delivery of a wide variety of infrastructure types. Examples of the type of projects that may and may not qualify are provided below.

PLEASE NOTE: Projects must demonstrate how they are supporting the demands of new development and, in some instances, eligibility for similar projects in different locations may differ.

Community Facilities (community centres, leisure and cultural facilities etc)

Eligible projects:

- Expansion of a facility
- Reconfiguration of a facility to allow alternative uses
- Delivery of a new facility
- Replacement of a facility that has reached the end of its useable life.

Ineligible projects:

- Maintenance and operation
- Installation of energy saving equipment such as solar panels*
- Works that will improve the facility but not provide additional capacity.

*Whilst provision of equipment such as solar panels would not qualify as a project in isolation, equipment of this nature can be included as part of a project that would increase the capacity of a facility.

Green Infrastructure (public open space, footpaths, play areas etc)

Eligible projects:

- Provision of new, or improvement of access to existing open space
- Enhancement of existing open space to provide alternative provision
- Provision of, or improved accessibility to active transport routes
- Flood alleviation schemes
- Provision of outdoor gym or accessible play equipment.

Ineligible projects:

- Environmental mitigation projects that do not provide additional or improved access to, or alternative provision of open space
- Maintenance and like-for-like replacement of equipment situated on public open space, such as play apparatus.

Additional guidance on eligibility

Applicants will need to demonstrate their project will increase the capacity or replace existing infrastructure if that is necessary to support development. The scheme cannot fund solutions to existing issues, unless these would be exacerbated as a result of new development.

The funding is to be spent on capital projects delivered in the South Oxfordshire District Council area, although revenue costs, such as project management costs or architects' fees, that can be capitalised as part of the delivery of the project are also permissible. However, funding requests for preliminary or other revenue costs that are not part of an identified and deliverable project cannot be considered for the fund.

Funding for projects can be supported in parishes that have not experienced development directly within their boundary, providing it can be clearly demonstrated that the provision of the infrastructure is required to support development of the surrounding areas or wider district.

CIL is not a suitable funding source for environmental mitigation of development and as such, projects with this as their main target are unlikely to be able to be supported. However, projects that achieve similar benefits such as those that provide active travel routes, access to additional open space, enhancement of publicly accessible green infrastructure in or around areas of development, or construction projects that source sustainable materials and include environmental initiatives such as solar panels or rainwater harvesting systems, will be prioritised as part of the scheme.

It would be favourable if projects submitted for funding have been identified in the council's local plan or in a neighbourhood plan, thus demonstrating a clear link to support of new development.

All EOI's must be accompanied by evidence of land ownership, lease or formal landowner permission to deliver the project and have planning permission (if required). If the land is not in direct ownership of the applicant, there must be a minimum of ten years remaining on the lease.

Corporate priorities and key scheme eligibilities

In addition to the CIL spending requirements as set out in the regulations, the council will prioritise projects for funding that can demonstrate support of its [corporate priorities](#) which are set out in the EOI form.

Additional key criteria have also been identified, again as set out in the EOI form, in order to ensure that funding is allocated towards the projects that fulfil the CIL spending requirements and can also demonstrate deliverability, sustainability, inclusivity and consideration towards the climate and ecological impacts of the scheme.

Details of links to the council's corporate priorities and other key criteria should be expanded on in the EOI form.

3. Project Proposal

Project name and location

Tell us what the project is called and where it is located. This should be something that makes it clear what the project is about. A map can be submitted with the EOI form to show the location of the scheme. Only projects to be delivered in the South Oxfordshire District Council area are eligible for the scheme.

Project Description

In no more than 250 words, use this section to explain what your project is, what it will deliver and how this meets the criteria of the scheme and the CIL spending requirements. Try to be as concise as possible, you will have the opportunity to expand on this and provide more detail if invited to submit a full application.

When completing this section think about what the project is trying to achieve in the context of how your infrastructure scheme will support the demands of development in the area. The project needs to have a genuine focus on providing the infrastructure needed as a result of development and demonstration of this is the first factor that will be considered when assessing if an application is able to progress.

Let us know what stage of development the project is at, for example is the project ready to commence subject to funding, or does it still need some work before it can commence. Please note that the project must be able to demonstrate that, with the funding requested, that it will commence within 24 months and is deliverable. Projects needing planning permission are required to have this in place prior to submission of a full application.

4. Value for Money

We need to ensure that the funds we award will be spent in a way that achieves the best outcomes and that the project is deliverable. The information provided in this section will enable us to determine if your project would fit the funding parameters and will help us to understand the impact that CIL funding would have on the project.

Please provide details of other funding you have applied for or secured for the project, how much you have requested and whether it has been confirmed, i.e.,

whether a funding offer letter has been issued to you. You will be able to provide an update on any other funding applied for if invited to submit a full application.

More detail on value for money will be required at full application stage, including a breakdown of project costs, a minimum of two quotes or professional estimates for project costs or details of procurement process used, evidence of other funding and whether your group/organisation are VAT registered. An assessment of the project against subsidy control regulations will also be required.

5. Declaration

Please ensure that this section of the form is signed by an appropriate representative of the applicant group/organisation. By signing the declaration, this is also agreeing to the terms of the Privacy Statement.

More information

Information about the Community Infrastructure Levy can be found on the [council's website](#)

If you would like this information in another format or language please contact:

South Oxfordshire District Council

Telephone: 01235 422576

Email: infrastructureobligations@southandvale.gov.uk

Didcot Town Council

Address: Council Offices, Britwell Road, Didcot, OX11 7HN
Email: council@didcot.gov.uk
Tel: 01235 812637
Website: www.didcot.gov.uk



Guide to the Town Council element of your council tax for the year 1st April 2024 to 31st March 2025

In 2024/2025 Didcot Town Council will receive £133.24 for each band D household. This is an increase of £9.56 per band D property for the Town Council element of your Council Tax. The percentage increase of 7.7% is offset by the increased number of housing and tax-payers – an increase of 2.48% - to leave the actual increase for tax payers of around 5.2%. This compares with an average increase of 10.9% for towns/parishes across all of south Oxfordshire.

Didcot Town Council's part of your council tax bill is collected by South Oxfordshire District Council and this leaflet explains how the figure is arrived at and where the money goes.

Income from the hire of the Civic Hall is almost back to pre-pandemic levels but this building is costly to run. Income from Willowbrook Leisure Centre (that the Town Council had to take back and manage in-house since December 2019) is almost breaking even as bookings continue to rise. Utility bills across all DTC buildings largely negates any operating surplus which has presented a challenge in terms of keeping the buildings open to the public and safe to use.

Two major projects which have dominated Council time over the past year is the new Community & Sports Pavilion at Edmonds Park and the splash park. The Pavilion is nearing completion with an opening planned for mid-March 2024 – bookings are already being received from prospective hirers. Tenders have been received to build the splash park and the Council is looking at the running costs of this new facility. The installation of solar panels on the Civic Hall, the outside services depot at Edmonds Park and Willowbrook Leisure Centre is already beginning to lower our energy costs. Together with installation of LED lighting and additional insulation these initiatives will reduce our carbon consumption and associated energy costs. This is a summary of our budget for 2024/25.

Budget Summary for 2024/2025

Expenditure	£
Finance and General Purposes Committee	528,026
Grant Aid	47,000
Didcot Civic Hall and Willowbrook Leisure Centre	228,417
Environment & Climate Committee	524,121
Projects and PWLB repayments	451,919
Total	1,779,483
Less General Income expected	(309,050)
Less expected grant income – S106/CIL	(0)
Equals: total expenditure to be collected via Council Tax (the precept)	1,470.433

Dividing this precept figure by the tax base of 11,035.3 gives the Town Council's component of Council Tax for a Band D Property as £133.24 per year.

In more detail, the following describes how we have spent money in 2023/2024.

The Finance and General Purposes Committee

The Town Council draws its income from relatively few sources and the Council Tax precept is by far the biggest source of revenue. The Council continually scrutinises expenditure and works to identify potential savings as well as other sources of income, particularly accessing relevant grants for some projects. Willowbrook Leisure Centre is now open for most of the week and is due to earn in excess of £80,000 this year. The Civic Hall is also on course to bring in around £130,000 for the first time since the pandemic. However these costs are almost entirely consumed by the cost of utilities in keeping these public buildings warm and safe to visit. It is hoped to see this cost reduce as the solar panels bring important savings.

A major single cost remains the £123,000 paid annually to service the loan of £1.83 million used to refurbish and extend the Civic Hall and Town Council offices. In addition a loan from the Public Works Loans Board of £2.4million to cover the cost of building the long awaited Community & Sports Pavilion at Edmonds Park will add a further £173,162 of interest annually. Another major project is the installation of a splash park at Edmonds Park which will be covered by specific DTC reserves and CIL. The Council is currently looking at the running costs of this new facility.

The Town Council is now running the Fleet Meadow Community Building as a charitable trust (CIO). Bookings have been constant with this well loved building and improvements to the fabric of the building continue. Our popular grant aid to voluntary organisations and groups will continue to operate and brings a total of £45,000 available to community groups to benefit Didcot's residents – increasing to £47,000 for the new financial year.

Since April 2023 grant aid has supported:

- Didcot Library
- Ridgway Education Trust
- Whispering Jungle Show
- Clean Slate
- Abingdon Bridge Charity
- Citizens Advice
- Free Christmas Dinner Project
- Plus more applications being processed
- Didcot Baby Monday
- Didcot Baptist Church
- Didcot Foodbank
- Be Free Young Carers
- Restore

The Environment and Climate Committee

The Environment and Climate Committee oversees all outdoor services, which delivers the management and maintenance of parks and recreational open green spaces owned or leased by the Council and sports, leisure, and recreational activities.

Amongst our projects for 2023/2024 the Council progressed the following:

- Clearance; bank repairs and path improvements at Ladygrove Lakes
- Noticeboard and path repairs at Kynaston Road Cemetery
- Reinstatement of eighty hanging baskets
- Purchase of a poly tunnel to grow plants for community flowerbeds
- Setting up of a community planting scheme
- Employment of a horticultural apprentice
- New signage at the Millennium Woods
- Setting up of a management group for Ladygrove projects
- Replacement of play equipment and repairs across all sites

Our sites and day to day maintenance

Our large sites are at:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Edmonds Park • Ladygrove Park • Smallbone Recreation Park • Marsh Recreation Ground • Great Western Drive Park • Loyd Recreation Park • Stubbings Land • Millennium Wood • St Anne's Court Playground | <ul style="list-style-type: none"> • Kynaston Road Cemetery • Ladygrove Lakes • Allotment sites: <ul style="list-style-type: none"> ▪ New Road ▪ Broadway ▪ Wantage Road ▪ Cockcroft Road ▪ Mereland Road • Didcot Civic Hall and Remembrance Garden |
|---|--|

Including some smaller sites, the Council manages a combined land area of over 100 acres. In terms of allotments the Council administers over 420 plots in conjunction with a users' liaison group that reports regularly on problems and successes.

An excellent team of full-time grounds staff, led by the Outdoor Services Manager, maintains land owned by Didcot Town Council.

The work of the team includes:

- Tree care and annual planting
- Allotment maintenance
- Litter clearance
- Cutting grass and hedges
- Maintaining flower beds
- Play area equipment repairs and inspection
- Sports pitch maintenance
- Sport court maintenance
- Vehicle and machinery maintenance
- Overseeing burials
- Cemetery maintenance
- Maintenance of the War Memorial and Garden

The Property & Facilities Committee

This Committee manages the expanding property portfolio that belongs to Didcot Town Council. The properties include: Didcot Civic Hall and Council offices; Willowbrook Leisure Centre; Outside Services

Depot at Edmonds Park; Loyd Pavilion and other facilities including the Civic Hall car park and the management of Fleet Meadow Community Hall (run under a separate Trust). The new Community and Sports Pavilion at Edmonds Park will add to the portfolio from March 2024.

Over the year the Committee has approved a range of improvements to ensure that the buildings are in good condition and safe to open to the public. Major projects include a full refurbishment of Loyd Pavilion including asbestos removal; new ceiling and roof, gutter clearing and roof repairs to the Civic Hall, insulation to areas of Willowbrook Leisure Centre to help make the buildings more cost efficient and contribute to the Council's commitment to reduce our carbon footprint. This Committee has also been working on individual websites for the DTC buildings which will showcase the rooms for hire and be easier to book. It is hoped that these will go "live" in 2024.

Feedback

Didcot Town Council would like to hear your views and any comments you may have on the services provided or what you would like to see in the future. Comments may be emailed to council@didcot.gov.uk, or in writing to Didcot Town Council, Town Council Offices, Britwell Road, Didcot, Oxon OX11 7HN, or hand them into the Council office on Britwell Road. In order to ensure you receive a response and so that we can verify you are a Didcot resident, please provide your name and address.

ANNUAL TOWN MEETING

7.30PM ON MONDAY 18th MARCH 2024 at DIDCOT CIVIC HALL

Every Didcot resident is invited to attend.

Please forward your questions to the Town Council by Monday 11th March 2024

ITEM 20 COST CENTRE RE-ORGANISATION

Janet Wheeler

From: Admin <admin@dckaccountingsolutions.co.uk>
Sent: 19 February 2024 11:40
To: Janet Wheeler
Subject: Rec-coding exercise for Didcot T C Accounts

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning, Janet

We have had several conversations over the last couple of years about rationalising the coding structure for the council's accounts.

If we are to do this, the obvious time is immediately prior to year-end closedown, and if we are to go ahead, we need to get time in the diary now.

Rachel and I estimate that it should take no more than two (double-handed) days to set it all up, which would cost i.r.o. £2,500.00. I know this is not budgeted, but really think it would be a massive improvement to the simplicity of accounting and reporting.

If you are minded to go ahead, I would suggest we aim for 25th and 26th March to do all the groundwork. I'm not sure that we need to come to Didcot, except for perhaps an hour or so, relatively early in the exercise, to agree the new codes (I don't envisage more than rationalisation of Committees and Cost Centres) with you and your senior officers.

Let me know what you think, or feel free to give me a call to discuss. I'm in the office today (but zoom meeting at 4.00), later on tomorrow afternoon and all day Wednesday and Thursday (but zoom meeting at 2.00).

Look forward to hearing from you.

Regards and stay safe



Derek R Kemp
DCK Accounting Solutions Ltd

Tel: 01793 739110
Email: admin@dckaccountingsolutions.co.uk
Website: www.dckaccountingsolutions.co.uk

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FINANCE AND GENERAL PURPOSES COMMITTEE – PROGRESS REPORT

Agenda item 21

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. TC to chase them.
Minute 139 – reposition of CCTV camera	Costs, feasibility and potential funding to be explored	To be progressed	SODC progressing
Wayleave agreements	Specialist surveyor recommended by SODC	Town Clerk to contact the company to represent us.	Agreements signed – DTC gets just £300 for the overhead cables – awaiting payment.
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.	Agenda item - February
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	Not actioned due to pressure of other work.
Minute 89 – AGAR end of year reserves query	Query on information on end of year reserves	Letter sent but no reply	No progress – remove from chart and speak to them when papers come out for 23-24 audit.
Minute 119 – splash park running costs	Report on the likely running costs of the splash park	Awaiting responses from the Contracts Finder portal	Agenda item
Minute 138 – North Brook Community Centre	Consideration of appointing a consultant to overview this build.	Town Clerk to write a letter to developers requesting time scale of updates.	Out-standing item
Minute 141 – Policy for Real Living Wage as defined by the Living Wage Foundation for DTC suppliers	Policy to go to Full Council.	Town Clerk or Deputy Town Clerk to draft the policy – to go to P&A first	Outstanding item

