

Notice of a meeting of the

Finance & General Purposes Committee

25th March 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

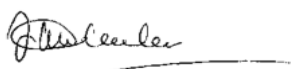
Agenda

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 26th February 2024 –*attached*.
4. Questions on the Minutes as to the progress of any item.
5. To consider a grant application from the KADCC – *see attached report*.
6. To approve the final figures for February 2024 accounts – *see attached papers*
7. To receive the budget papers for 2023 – 2024 with some of March 2024 figures – *see attached papers*
8. To receive the interim internal auditor's report – *see attached*.
9. To receive the Edmonds Park Community & Sports Pavilion – cost report 10 – and tracker of final payments - *see attached papers*.
10. To agree the Signatories for third party funding agreements – officers or members – *see attached report*.
11. To review the progress report – *see attached*.

12. EXCLUSION OF THE PRESS AND PUBLIC

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

13. To approve a quote for 64 hanging baskets at a cost of £82 each including watering - £5,248 per year + vat – *see attached papers*.



Janet Wheeler
Town Clerk
19th March 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

Finance and General Purposes Committee

26th February 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

Substitute Member:

Councillor M Khan

Officers:

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

A representative from Thames Valley Play attended the meeting.

147. Apologies

No apologies were tendered, all members were present.

148. Declarations of interests

No declarations were made.

149. To approve the Minutes of the Finance & General Purposes Committee meeting held on 22nd January 2024

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

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

Cllr T Worgan explained that he intended to propose the Real Living Wage policy for contractors to full Council. There were no other questions.

Standing Orders were suspended to allow the representative from Thames Valley Play to address the Committee regarding the Grant Aid application. All members agreed.

Public Participation

Martin Gillett spoke in support of Thames Valley Play's application for £1,000, to contribute to the cost of offering a free to attend family play day event in Didcot. He explained that Oxfordshire Play Association started in 1974 and was set up to support voluntary associations. They now deliver direct projects for communities working with schools and other organisations. They run 10-15 free to attend events each year starting from mid-June through to the end of August. Their aim is to reach as many families as possible, especially those more in need of support and to promote physical and mental well-being through play and activities. This also includes education on health and recycling. Their events are free so that every family can benefit.

Martin explained that many organisations provide funding for these projects. The Didcot event has already received funding from SODC and SOHA. The total cost to hold the free event in Didcot would be more than £4,000.

The Committee thanked Martin for the information.

Standing Orders were reinstated.

151. To consider a deferred grant application from Thames Valley Play

The Committee considered the Thames Valley Play's application.

It was proposed by Cllr J Broadbent, seconded by Cllr T Worgan, and RESOLVED to award the full £1,000 to Thames Valley Play. All members agreed.

- By awarding the full amount, there would be £516 left in the Grant Aid budget, until the end of the financial year.

Martin thanked the Committee for their support and left the meeting.

152. To approve the final accounts for December 2023 and January 2024

The Chair paged through the figures.

Cllr N Hards noted that there was still an amount of £196.80 outstanding from Oxford Liberal Democrats (page 7.42). The Town Clerk explained papers from agenda item 8, budget papers for 2023-2024 showed the amount had been cleared and therefore could have been paid. Cllr T Worgan will investigate this further.

It was proposed by Cllr J Loder, seconded by Cllr J Broadbent, and RESOLVED to approve the final accounts for December 2023 and January 2024. All members agreed.

153. To receive the budget papers for 2023-2024 with some of February 2024 figures

The Committee noted the budget papers for 2023-2024 with some of February figures included.

Cllr N Hards noted that the cemetery income (303/3383) had exceeded the projected income and therefore the extra could be 'vired' to other cost centres where needed.

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

The Chair proposed taking agenda items out of order to allow the Committee to discuss the tender submissions. All members agreed.

154. To review the grass cutting tenders and consider whether to make a recommendation to full Council

The Committee reviewed the tenders and discussed the options of cutting some verges whilst leaving other areas 'wild'. The Committee resolved to discuss the content of the grass cutting areas with the Outdoor Services Manager.

It was proposed by Cllr J Broadbent, seconded by Cllr G Roberts, and RESOLVED to RECOMMEND Company A to carry out the grass verge cutting contract for three years at a cost of £27,950.52 per annum (£83,851.55 over three years). This would also be subject to the treatment of different areas to be determined by the Outdoor Services Manager. The vote was unanimous.

155. To consider the tender responses for the Splash Park at Edmonds Park and make a recommendation to full Council

The Committee reviewed the tender responses. Whilst Company A did offer added play value, the Committee felt that Company B was the preferred choice due to the flooring options, the decision not to use artificial grass and the fact that the connections to the main pavilion and attenuation tank were included in the quote.

It was proposed by Cllr T Worgan, seconded by Cllr J Broadbent, and RESOLVED to RECOMMEND to award the Splash Park construction to Company B, using the option of the specific Splash Park floor tiles, subject to ratification from full Council. Members requested that Officers gather more information on the Plant Room options from the company before a decision was made on the material. The vote was unanimous.

The rest of the meeting followed the original agenda.

156. To review the end of year forecast 2023-2024 and make recommendations to full Council

The Committee reviewed the end of year forecast.

It was proposed by Cllr T Worgan, seconded by Cllr J Loder, and RESOLVED to RECOMMEND the virements as set out in the report. The vote was unanimous.

This would include:

- The additional amount needed for the grass cutting would be added to the grass cutting cost centre – approximately £14,526 with the service level agreement from OCC.
- A budget of £30,000 would be created for the Splash Park operating costs.
- An additional £6,000 would be added to the Grant Aid budget – the surplus to be rolled at year end.
- An additional £4,000 would be vired to this year's surplus to make a grant sum of £10,000 for Edfest – to also be rolled over at year end.
- An additional £17,000 would be set aside for teen play in Edmonds Park, making a budget of £50,000 for this provision (which includes £33,000 of s106 monies).
- Any sums left over to boost the general reserves.

157. To receive the Edmonds Park Community & Sports Pavilion – cost report 9 – and tracker of payments

The Committee noted the documents from Ridge & Partners. The estimate of the construction costs is £2,290,650 and the overall project cost is £2,332,571. There is a contingency balance of £67,429 out of the total authorised expenditure of £2.4m. NB: This construction cost also includes the consultancy fee from Ridge & Partners of £98,000.

The Town Clerk explained that there are still some issues with the final snagging to be finished before the Town Council receives the keys, but insurance for the new building was in place.

158. To note the CIL report for year ending March 2023

The Committee noted the CIL report. The Town Clerk informed members that the report only covered purchases up to March 2023 – so any CIL expenditure in the current financial year will not feature.

159. To approve the extension of the CCTV contract

Members considered the contract. It was proposed by Cllr T Worgan, seconded by Cllr J Broadbent, and RESOLVED to RECOMMEND to approve the extension of the CCTV contract. The vote was unanimous.

160. To consider approval of the Service Level Agreement with Oxfordshire County Council and a recommendation to full Council

The Committee considered the agreement which would bring income of £13,424 towards the grass cutting contract. This would leave the sum of £14,526 to find. It was proposed by Cllr T Worgan, seconded by Cllr J Broadbent, and RESOLVED to RECOMMEND the approval of the Service Level Agreement to full Council. All members agreed.

161. To approve the following payments to full Council to be written off

The Committee discussed the proposed payments to be written off. It was noted that these were from adhoc bookings rather than regular bookings. It was proposed by Cllr N Hards, seconded by Cllr J Loder, and RESOLVED to RECOMMEND the payments to full Council to be written off. All members agreed.

162. To discuss the Edfest event and request the £10,000 grant to be held by the King Alfred Community Centre until an Edfest Trust is set up

Cllr M Khan gave the Committee an overview on the Edfest event and why he needed the sum of £10,000. This sum had already been agreed earlier in the meeting. Cllr M Khan stated that the Committee intends to set up a CIO – Charitable Incorporated Organisation – but if this is not set up in time the King Alfred Association which is a charitable trust has offered to hold the money.

This request will need to be confirmed at full Council.

163. To consider Expressions of Interest for SODC's Community Infrastructure Levy Pilot Grant Fund

The Committee considered the grant and possible eligible projects. The Committee suggested applying for a grant for 'improvement of access to existing open space' specifically Ladygrove Lakes, Ladygrove mound, Millennium Woods, Dida Gardens (subject to land owners permission); Mowbray Fields and other DTC facilities. All members agreed.

164. To note the Council Tax Leaflet 2024 – 2025

The Committee noted the Council Tax leaflet which would then be sent to SODC for display on their website.

165. To consider a proposal to re-organise our cost centres

The Committee considered the report to re-organise the cost centres. The Town Clerk explained that this could potentially simplify the codes which had not been reviewed for a number of years. It was proposed by Cllr T Worgan, seconded by Cllr J Broadbent, and RESOLVED to approve the £2,500 charge from DCK Accounting to re-organise the cost centres. The vote was unanimous.

166. To review the progress report

The Committee reviewed the report. Cllr J Broadbent enquired about the status of the Restore project. It was proposed that Restore be invited to the March meeting of the Finance and General Purposes Committee to update members on their plans.

The Town Clerk informed members that following the Extra Ordinary Full Council meeting held on Monday 19th February 2024, an Extra Ordinary Finance and General Purposes Committee meeting may be needed to further discuss the Ladygrove East development site in more detail.

The meeting closed at 9.22pm.

Signed: _____(Chair)

Date: _____

Finance and General Purposes Committee

25th March 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) KADCC	
Date received:	March 2024
Amount:	£5200
Application summary:	To keep KADCC open for community groups
Previous awards/ applications in the current and the preceding 2 financial years:	February 2022 £3936.95
Supporting documentation held in the office:	Application form and supporting data

Financial Implications

4. A total of £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 part of this grant will need to be awarded out of the 2024 – 2025 budget.

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

25th March 2024

Report author: Janet Wheeler



Financial Statements

Introduction

1. This report presents a summary of the Council's financial activities throughout the month of February 2024.

Recommendation

2. That the Committee formally notes and approves the financial statements for November 2024.

Background

3. Attached are monthly reports that present a summary of the Council's financial activities at 29th February 2024:
 - (a) the Cash and Investment reconciliations at 29th February 2024
 - (b) the detailed income and expenditure report by budget heading for 29th February 2024
 - (c) detailed balance sheet (excluding stock movement)
 - (d) detailed profit and loss (excluding stock movement)
 - (e) Purchase Ledger aged account balances at 29th February 2024
 - (f) Sales Ledger aged account balances at 29th February 2024
 - (g) List of payments made between 1/02/24 and 29/02/24.

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 29 February 2024

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	29/02/2024 Unity Trust Current Account	307,792.27
4	29/02/2024 Unity Bank Civic Hall Account	136,710.42
5	29/02/2024 CCLA Public Sector Deposit Fun	1,012,882.59
7	29/02/2024 Barclaycard Commercial	-2,748.95
		1,454,636.33
<u>Other Cash & Bank Balances</u>		
	Civic Hall Bar Floats	260.00
	Petty Cash	10.47
		270.47
		1,454,906.80
<u>Receipts not on Bank Statement</u>		
0	29/02/2024 All Receipts Cleared	0.00
		0.00
Closing Balance		
		1,454,906.80
<u>All Cash & Bank Accounts</u>		
1	Unity Current Account	307,792.27
2	Santander	0.00
3	Income Cash Book	0.00
4	Civic Hall Current Account	136,710.42
5	CCLA Deposit Fund	1,012,882.59
6	Barclaycard - NOT IN USE	0.00
7	Barclaycard Account	-2,748.95
	Other Cash & Bank Balances	270.47
	Total Cash & Bank Balances	1,454,906.80

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: 29/02/2024

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

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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
31/01/2024		Balance brought forward	£0.00	£0.00	£421,705.22
01/02/2024	Direct Debit	Direct Debit (BARCLAYCARD)	£30.00	£0.00	£421,675.22
01/02/2024	Credit	Credit 000056	£0.00	£263.18	£421,938.40
01/02/2024	Credit	BCARD8276784310124 BCARD	£0.00	£127.50	£422,065.90

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Statement number 029



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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
01/02/2024	Transfer	FLEET MEADOW COMMU	£0.00	£300.00	£422,365.90
01/02/2024	Transfer	FLEET MEADOW COMMU	£0.00	£76.24	£422,442.14
02/02/2024	Faster Payment Debit	B/P to: Spaldings Limited	£93.39	£0.00	£422,348.75
02/02/2024	Faster Payment Debit	B/P to: Grundon Waste Mana	£478.78	£0.00	£421,869.97
02/02/2024	Faster Payment Debit	B/P to: Polar Cooling Serv	£270.00	£0.00	£421,599.97
02/02/2024	Faster Payment Debit	B/P to: EcoLectrical Serv	£549.56	£0.00	£421,050.41
02/02/2024	Faster Payment Debit	B/P to: DCK Payroll Soluti	£327.84	£0.00	£420,722.57
02/02/2024	Faster Payment Debit	B/P to: Sun Water Coolers	£42.49	£0.00	£420,680.08
02/02/2024	Faster Payment Debit	B/P to: Ever Brite Cleanin	£2,535.54	£0.00	£418,144.54
02/02/2024	Faster Payment Debit	B/P to: Fleet Line Markers	£609.30	£0.00	£417,535.24
02/02/2024	Faster Payment Debit	B/P to: S R Cooper	£31.02	£0.00	£417,504.22
02/02/2024	Faster Payment Debit	B/P to: Total Pest Envir	£288.00	£0.00	£417,216.22
02/02/2024	Faster Payment Debit	B/P to: DCK Accounting Sol	£1,114.08	£0.00	£416,102.14
02/02/2024	Faster Payment Debit	B/P to: Collard Environmen	£537.60	£0.00	£415,564.54
02/02/2024	Faster Payment Debit	B/P to: Shield Maintenance	£564.71	£0.00	£414,999.83
02/02/2024	Faster Payment Debit	B/P to: Castle Water	£44.41	£0.00	£414,955.42
02/02/2024	Faster Payment Debit	B/P to: Microshade Busines	£373.44	£0.00	£414,581.98
02/02/2024	Faster Payment Debit	B/P to: Vita Play Limited	£7,336.40	£0.00	£407,245.58
02/02/2024	Faster Payment Debit	B/P to: Trade UK	£39.23	£0.00	£407,206.35
02/02/2024	Faster Payment Debit	B/P to: Didcot APUK	£2,700.00	£0.00	£404,506.35
02/02/2024	Credit	HMRC VAT	£0.00	£47,517.84	£452,024.19
02/02/2024	Credit	BCARD8276784010224 BCARD	£0.00	£143.92	£452,168.11
05/02/2024	Faster Payment Debit	B/P to: Blackburn IT Serv	£180.00	£0.00	£451,988.11
05/02/2024	Credit	Didcot Town Youth	£0.00	£5,000.00	£456,988.11

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Statement number 029



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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
05/02/2024	Credit	Solek Monika	£0.00	£37.00	£457,025.11
05/02/2024	Credit	BCARD8276784020224 BCARD	£0.00	£52.50	£457,077.61
05/02/2024	Credit	BCARD8276784030224 BCARD	£0.00	£42.84	£457,120.45
06/02/2024	Direct Debit	Direct Debit (LEX AUTOLEASE)	£331.92	£0.00	£456,788.53
06/02/2024	Direct Debit	Direct Debit (BRITISH GAS BUSINE)	£3,568.81	£0.00	£453,219.72
06/02/2024	Credit	BCARD8276784050224 BCARD	£0.00	£94.00	£453,313.72
08/02/2024	Direct Debit	Direct Debit (PUBLIC WORKS LOANS)	£11,106.45	£0.00	£442,207.27
08/02/2024	Credit	SET IN STONE DIDCO	£0.00	£125.00	£442,332.27
09/02/2024	Direct Debit	Direct Debit (PUBLIC WORKS LOANS)	£61,296.23	£0.00	£381,036.04
09/02/2024	Credit	BCARD8276784080224 BCARD	£0.00	£81.72	£381,117.76
09/02/2024	Credit	Skuse Thomas	£0.00	£52.50	£381,170.26
09/02/2024	Credit	D Li	£0.00	£52.50	£381,222.76
12/02/2024	Direct Debit	Direct Debit (BARCLAYCARD)	£128.32	£0.00	£381,094.44
12/02/2024	Credit	Didcot Casuals Foo	£0.00	£3,000.00	£384,094.44
12/02/2024	Credit	DIDCOT CASUALS FOO	£0.00	£350.00	£384,444.44
12/02/2024	Credit	BCARD8276784100224 BCARD	£0.00	£40.00	£384,484.44
12/02/2024	Credit	Lally Satnam	£0.00	£53.00	£384,537.44
13/02/2024	Credit	SUSSEX FAMILY FUNE	£0.00	£435.00	£384,972.44
13/02/2024	Credit	M J DIDCOCK FUNE	£0.00	£745.00	£385,717.44
13/02/2024	Credit	BCARD8276784120224 BCARD	£0.00	£52.50	£385,769.94
13/02/2024	Credit	M J DIDCOCK FUNE	£0.00	£435.00	£386,204.94
14/02/2024	Credit	Post Office Cash Deposit 099137 099137	£0.00	£103.02	£386,307.96
15/02/2024	Direct Debit	Direct Debit (PUBLIC WORKS LOANS)	£15,562.42	£0.00	£370,745.54
15/02/2024	Direct Debit	Direct Debit (SSE ENERGY SUPPLY)	£4,594.80	£0.00	£366,150.74

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Statement number 029



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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
15/02/2024	Credit	BCARD8276784140224 BCARD	£0.00	£493.00	£366,643.74
15/02/2024	Credit	J Springer	£0.00	£37.00	£366,680.74
16/02/2024	Credit	BCARD8276784150224 BCARD	£0.00	£43.92	£366,724.66
16/02/2024	Credit	GILDER J	£0.00	£37.00	£366,761.66
19/02/2024	Direct Debit	Direct Debit (GOCARDLESS)	£137.45	£0.00	£366,624.21
19/02/2024	Direct Debit	Direct Debit (THE MIDCOUNTIES CO)	£250.49	£0.00	£366,373.72
19/02/2024	Faster Payment Debit	B/P to: DCK Payroll Solut	£38,755.99	£0.00	£327,617.73
19/02/2024	Faster Payment Debit	B/P to: HMRC Shipley	£10,514.78	£0.00	£317,102.95
19/02/2024	Faster Payment Debit	B/P to: Ridge Partners	£15,647.80	£0.00	£301,455.15
19/02/2024	Faster Payment Debit	B/P to: OCC Pension Fund	£12,114.58	£0.00	£289,340.57
19/02/2024	Credit	BCARD8276784160224 BCARD	£0.00	£42.60	£289,383.17
20/02/2024	Faster Payment Debit	B/P to: LIFE Build Solutio	£150,000.00	£0.00	£139,383.17
21/02/2024	Faster Payment Debit	B/P to: LIFE Build Solutio	£97,485.60	£0.00	£41,897.57
21/02/2024	Credit	POWELL E TALBOT	£0.00	£52.50	£41,950.07
21/02/2024	Credit	HMRC VAT	£0.00	£47,439.54	£89,389.61
21/02/2024	Credit	Sandra Homewood Me	£0.00	£125.00	£89,514.61
21/02/2024	Credit	Inward Payment CCLA INVESTMENT MANAGEMENT LIMITED	£0.00	£263,133.40	£352,648.01
22/02/2024	Direct Debit	Direct Debit (SSE ENERGY SUPPLY)	£2,381.96	£0.00	£350,266.05
22/02/2024	Direct Debit	Direct Debit (BCARD COMMERCIAL)	£1,609.58	£0.00	£348,656.47
22/02/2024	Faster Payment Debit	B/P to: Mobile Mini	£83.42	£0.00	£348,573.05
22/02/2024	Faster Payment Debit	B/P to: Castle Water	£42.17	£0.00	£348,530.88
22/02/2024	Faster Payment Debit	B/P to: D Wright	£400.00	£0.00	£348,130.88
22/02/2024	Faster Payment Debit	B/P to: SSE Energy Supply	£2,919.74	£0.00	£345,211.14

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Statement number 029



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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
22/02/2024	Faster Payment Debit	B/P to: Farol Ltd	£363.60	£0.00	£344,847.54
22/02/2024	Faster Payment Debit	B/P to: DCK Accounting Sol	£1,080.78	£0.00	£343,766.76
22/02/2024	Faster Payment Debit	B/P to: AJGIBL Client NST	£253.11	£0.00	£343,513.65
22/02/2024	Faster Payment Debit	B/P to: Polar Cooling Serv	£190.80	£0.00	£343,322.85
22/02/2024	Faster Payment Debit	B/P to: EE Limited	£109.78	£0.00	£343,213.07
22/02/2024	Faster Payment Debit	B/P to: Air IT Ltd	£1,435.70	£0.00	£341,777.37
22/02/2024	Faster Payment Debit	B/P to: DCK Payroll Soluti	£342.72	£0.00	£341,434.65
22/02/2024	Faster Payment Debit	B/P to: Rochester Midland	£593.44	£0.00	£340,841.21
22/02/2024	Faster Payment Debit	B/P to: Millbrook Property	£324.00	£0.00	£340,517.21
22/02/2024	Transfer	B/P to: FMCHT	£2,315.88	£0.00	£338,201.33
22/02/2024	Faster Payment Debit	B/P to: Lift Safe Ltd	£342.00	£0.00	£337,859.33
22/02/2024	Faster Payment Debit	B/P to: Seldram Supplies	£623.09	£0.00	£337,236.24
22/02/2024	Faster Payment Debit	B/P to: Collard Environmen	£537.60	£0.00	£336,698.64
22/02/2024	Faster Payment Debit	B/P to: Arbocare Ltd	£3,330.00	£0.00	£333,368.64
22/02/2024	Faster Payment Debit	B/P to: Trade UK	£30.28	£0.00	£333,338.36
22/02/2024	Faster Payment Debit	B/P to: Executive Alarms L	£271.20	£0.00	£333,067.16
22/02/2024	Faster Payment Debit	B/P to: Shield Maintenance	£564.71	£0.00	£332,502.45
22/02/2024	Faster Payment Debit	B/P to: Didcot Plant Ltd	£62.14	£0.00	£332,440.31
22/02/2024	Faster Payment Debit	B/P to: BMS Control System	£600.00	£0.00	£331,840.31
22/02/2024	Faster Payment Debit	B/P to: G S Mechanical Ltd	£714.60	£0.00	£331,125.71
22/02/2024	Faster Payment Debit	B/P to: Travis Perkins	£280.22	£0.00	£330,845.49
22/02/2024	Faster Payment Debit	B/P to: McFarlane Telfer	£132.00	£0.00	£330,713.49
22/02/2024	Credit	BCARD8276784210224 BCARD	£0.00	£52.50	£330,765.99
23/02/2024	Direct Debit	Direct Debit (BOC MANCHESTER ACC)	£34.02	£0.00	£330,731.97

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
23/02/2024	Credit	BCARD8276784220224 BCARD	£0.00	£451.62	£331,183.59
23/02/2024	Credit	MORGAN S J	£0.00	£74.00	£331,257.59
23/02/2024	Credit	M J DIDCOCK FUNE	£0.00	£490.00	£331,747.59
27/02/2024	Credit	FISHER GERMAN LLP	£0.00	£550.00	£332,297.59
27/02/2024	Credit	BCARD8276784260224 BCARD	£0.00	£51.84	£332,349.43
28/02/2024	Faster Payment Debit	B/P to: EE Limited	£113.32	£0.00	£332,236.11
28/02/2024	Faster Payment Debit	B/P to: Vale Training Serv	£660.00	£0.00	£331,576.11
28/02/2024	Faster Payment Debit	B/P to: Total Pest Envir	£252.00	£0.00	£331,324.11
28/02/2024	Faster Payment Debit	B/P to: Travis Perkins	£165.52	£0.00	£331,158.59
28/02/2024	Faster Payment Debit	B/P to: Trade UK	£58.54	£0.00	£331,100.05
28/02/2024	Faster Payment Debit	B/P to: Seldram Supplies	£244.25	£0.00	£330,855.80
28/02/2024	Faster Payment Debit	B/P to: Sun Water Coolers	£6.60	£0.00	£330,849.20
28/02/2024	Faster Payment Debit	B/P to: Spaldings Limited	£3,153.92	£0.00	£327,695.28
28/02/2024	Faster Payment Debit	B/P to: SODC	£1,754.09	£0.00	£325,941.19
28/02/2024	Faster Payment Debit	B/P to: Rochester Midland	£310.80	£0.00	£325,630.39
28/02/2024	Faster Payment Debit	B/P to: Ricoh UK Ltd	£32.56	£0.00	£325,597.83
28/02/2024	Faster Payment Debit	B/P to: Prevention 1st	£336.00	£0.00	£325,261.83
28/02/2024	Faster Payment Debit	B/P to: Pear Technology	£528.00	£0.00	£324,733.83
28/02/2024	Faster Payment Debit	B/P to: Polar Cooling Serv	£5,245.32	£0.00	£319,488.51
28/02/2024	Faster Payment Debit	B/P to: Mobile Mini	£83.42	£0.00	£319,405.09
28/02/2024	Faster Payment Debit	B/P to: McFarlane Telfer	£330.12	£0.00	£319,074.97
28/02/2024	Faster Payment Debit	B/P to: Microshade Busines	£373.44	£0.00	£318,701.53
28/02/2024	Faster Payment Debit	B/P to: Lyreco UK Ltd	£373.23	£0.00	£318,328.30
28/02/2024	Faster Payment Debit	B/P to: Grundon Waste Mana	£602.40	£0.00	£317,725.90

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
28/02/2024	Faster Payment Debit	B/P to: GreenDay Energy	£132.00	£0.00	£317,593.90
28/02/2024	Faster Payment Debit	B/P to: Granwax Products	£60.12	£0.00	£317,533.78
28/02/2024	Transfer	B/P to: FMCHT	£2,282.28	£0.00	£315,251.50
28/02/2024	Faster Payment Debit	B/P to: Farol Ltd	£87.60	£0.00	£315,163.90
28/02/2024	Faster Payment Debit	B/P to: FBCA	£201.60	£0.00	£314,962.30
28/02/2024	Faster Payment Debit	B/P to: Ever Brite Cleanin	£2,535.54	£0.00	£312,426.76
28/02/2024	Faster Payment Debit	B/P to: DCK Accounting Sol	£1,114.08	£0.00	£311,312.68
28/02/2024	Faster Payment Debit	B/P to: Collard Environmen	£870.71	£0.00	£310,441.97
28/02/2024	Faster Payment Debit	B/P to: Bouchier Fencing	£478.98	£0.00	£309,962.99
28/02/2024	Faster Payment Debit	B/P to: Air IT Ltd	£1,439.51	£0.00	£308,523.48
28/02/2024	Faster Payment Debit	B/P to: OPC Drain Services	£403.20	£0.00	£308,120.28
29/02/2024	Direct Debit	Direct Debit (JOHN DEERE BANK)	£328.01	£0.00	£307,792.27



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Bank Reconciliation Statement as at 29/02/2024
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	29/02/2024	29	307,792.27
			<u>307,792.27</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			307,792.27
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			307,792.27
		Balance per Cash Book is :-	307,792.27
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

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: 29/02/2024

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

Contact Us

- Call us: **0345 140 1000**
- Email us: **us@unity.co.uk**
- Visit us: **unity.co.uk**

Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/01/2024		Balance brought forward	£0.00	£0.00	£106,197.64
01/02/2024	Direct Debit	Direct Debit (DIRECT 365 ONLINE)	£122.04	£0.00	£106,075.60
01/02/2024	Credit	STYLE ACRE	£0.00	£154.00	£106,229.60
01/02/2024	Credit	DIDCOT TOWNSWOMENS	£0.00	£59.70	£106,289.30

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
01/02/2024	Credit	BRIGHT SPARKS EVENTS LTD	£0.00	£228.48	£106,517.78
01/02/2024	Credit	FROST GA	£0.00	£461.04	£106,978.82
02/02/2024	Credit	AGE UK OXFORDSHIRE	£0.00	£480.48	£107,459.30
02/02/2024	Credit	LADYGROVE PARK PRI	£0.00	£408.00	£107,867.30
05/02/2024	Credit	Adyen N.V.	£0.00	£26.53	£107,893.83
05/02/2024	Credit	Adyen N.V.	£0.00	£43.29	£107,937.12
05/02/2024	Credit	Adyen N.V.	£0.00	£1.23	£107,938.35
07/02/2024	Credit	Adyen N.V.	£0.00	£6.87	£107,945.22
07/02/2024	Credit	N Soul	£0.00	£130.56	£108,075.78
07/02/2024	Credit	Bernadine Soul School of Dancing	£0.00	£72.94	£108,148.72
07/02/2024	Credit	MF DANCE SO	£0.00	£75.00	£108,223.72
07/02/2024	Credit	HEADSTART SPEECH BEHAVIOUR CLINIC	£0.00	£201.60	£108,425.32
08/02/2024	Credit	STYLE ACRE	£0.00	£84.00	£108,509.32
09/02/2024	Credit	PHOENIX TAEKWOND	£0.00	£20.00	£108,529.32
09/02/2024	Credit	PHOENIX TAEKWOND	£0.00	£340.00	£108,869.32
09/02/2024	Credit	PHOENIX TAEKWOND	£0.00	£20.00	£108,889.32
09/02/2024	Credit	Adyen N.V.	£0.00	£6.48	£108,895.80
09/02/2024	Credit	OX COMM CH/DIDCOT	£0.00	£176.64	£109,072.44
09/02/2024	Credit	SODC ACCOUNTS PAYA	£0.00	£168.00	£109,240.44
09/02/2024	Credit	S IN MIND	£0.00	£12.00	£109,252.44
12/02/2024	Credit	Adyen N.V.	£0.00	£26.73	£109,279.17
12/02/2024	Credit	Adyen N.V.	£0.00	£61.24	£109,340.41
12/02/2024	Credit	Adyen N.V.	£0.00	£1,367.40	£110,707.81
12/02/2024	Credit	Oxfordshire Family	£0.00	£112.20	£110,820.01



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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
13/02/2024	Credit	ROSLYN RT	£0.00	£142.49	£110,962.50
13/02/2024	Credit	Adyen N.V.	£0.00	£20.04	£110,982.54
13/02/2024	Credit	LAPWORTH BJ	£0.00	£267.28	£111,249.82
13/02/2024	Credit	Bernadine Soul School of Dancing	£0.00	£2,673.46	£113,923.28
13/02/2024	Credit	OXFORD COLLEGE OF FIRST AID LTD	£0.00	£14.63	£113,937.91
13/02/2024	Credit	BABY SENSOR T/AS	£0.00	£119.00	£114,056.91
14/02/2024	Credit	Adyen N.V.	£0.00	£2.95	£114,059.86
14/02/2024	Credit	ST JOHN AMBULANCE	£0.00	£822.85	£114,882.71
14/02/2024	Credit	Post Office Cash Deposit 099137 099137	£0.00	£328.60	£115,211.31
14/02/2024	Credit	ALP SYNERGY LIMITE	£0.00	£611.40	£115,822.71
14/02/2024	Credit	DIDCOT SPEAKERS	£0.00	£112.20	£115,934.91
15/02/2024	Credit	Adyen N.V.	£0.00	£0.49	£115,935.40
15/02/2024	Credit	MY LOCAL PITCH LTD T A PLAYFINDER	£0.00	£518.82	£116,454.22
15/02/2024	Credit	MY LOCAL PITCH LTD T A PLAYFINDER	£0.00	£10,950.28	£127,404.50
15/02/2024	Credit	SILVER SLIPPER C	£0.00	£174.38	£127,578.88
15/02/2024	Credit	STYLE ACRE	£0.00	£172.32	£127,751.20
15/02/2024	Credit	OSJCT	£0.00	£311.40	£128,062.60
15/02/2024	Credit	HOLMES D L	£0.00	£308.36	£128,370.96
16/02/2024	Credit	Adyen N.V.	£0.00	£46.90	£128,417.86
16/02/2024	Credit	OCC AP	£0.00	£280.14	£128,698.00
16/02/2024	Credit	Mason Samantha	£0.00	£166.88	£128,864.88
16/02/2024	Credit	ABINGDON FREESTY	£0.00	£79.20	£128,944.08
16/02/2024	Credit	Elaine Bywaters	£0.00	£97.92	£129,042.00
19/02/2024	Credit	Adyen N.V.	£0.00	£26.68	£129,068.68

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
19/02/2024	Credit	Adyen N.V.	£0.00	£37.40	£129,106.08
19/02/2024	Credit	AGE UK OXFORDSHIRE	£0.00	£484.08	£129,590.16
19/02/2024	Credit	Darren Colin	£0.00	£127.50	£129,717.66
19/02/2024	Credit	Bernadine Soul School of Dancing	£0.00	£23.46	£129,741.12
19/02/2024	Credit	S IN MIND	£0.00	£30.00	£129,771.12
19/02/2024	Credit	Oxfordshire Family	£0.00	£40.32	£129,811.44
20/02/2024	Credit	BABY SENSOR T/AS	£0.00	£119.00	£129,930.44
20/02/2024	Credit	HOLLINGHAM IC	£0.00	£38.64	£129,969.08
20/02/2024	Credit	SHOWTIME CIRCUS DIDCOT	£0.00	£517.62	£130,486.70
20/02/2024	Credit	TODDLER SENSE NADI	£0.00	£160.00	£130,646.70
21/02/2024	Credit	Adyen N.V.	£0.00	£55.83	£130,702.53
21/02/2024	Credit	THE CAMDEN SOCIETY	£0.00	£54.24	£130,756.77
21/02/2024	Credit	THE CAMDEN SOCIETY	£0.00	£85.44	£130,842.21
21/02/2024	Credit	OXFORDDISTRICT	£0.00	£57.60	£130,899.81
21/02/2024	Credit	MIDTHAMES AREA QUAKERS	£0.00	£122.40	£131,022.21
22/02/2024	Credit	Adyen N.V.	£0.00	£2.95	£131,025.16
22/02/2024	Credit	OXFORD COLLEGE OF FIRST AID LTD	£0.00	£234.24	£131,259.40
23/02/2024	Direct Debit	Direct Debit (MATTHEW CLARK BIBE)	£611.01	£0.00	£130,648.39
23/02/2024	Credit	Adyen N.V.	£0.00	£11.80	£130,660.19
23/02/2024	Credit	OXFORDSHIRE MIND	£0.00	£108.36	£130,768.55
23/02/2024	Credit	HF TRUST LIMITED	£0.00	£772.80	£131,541.35
23/02/2024	Credit	THAMES WATER AP	£0.00	£495.60	£132,036.95
23/02/2024	Credit	PHOENIX TAEKWOND	£0.00	£60.50	£132,097.45
23/02/2024	Credit	PHOENIX TAEKWOND	£0.00	£570.50	£132,667.95

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Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
26/02/2024	Credit	Adyen N.V.	£0.00	£59.77	£132,727.72
26/02/2024	Credit	Riverside Counsell	£0.00	£739.20	£133,466.92
26/02/2024	Credit	Adyen N.V.	£0.00	£137.40	£133,604.32
26/02/2024	Credit	Adyen N.V.	£0.00	£971.12	£134,575.44
26/02/2024	Credit	B M S DRAWINGS	£0.00	£292.80	£134,868.24
26/02/2024	Credit	OXFORD HEALTH	£0.00	£619.16	£135,487.40
26/02/2024	Credit	Mason Samantha	£0.00	£187.28	£135,674.68
26/02/2024	Credit	Wrestling services	£0.00	£192.16	£135,866.84
27/02/2024	Credit	SOHA HOUSING LTD	£0.00	£77.10	£135,943.94
28/02/2024	Credit	BABY SENSOR T/AS	£0.00	£119.00	£136,062.94
28/02/2024	Credit	STYLE ACRE	£0.00	£7.20	£136,070.14
28/02/2024	Credit	S IN MIND	£0.00	£202.00	£136,272.14
29/02/2024	Credit	Adyen N.V.	£0.00	£5.80	£136,277.94
29/02/2024	Credit	FROST GA	£0.00	£432.48	£136,710.42



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Bank Reconciliation Statement as at 29/02/2024
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	29/02/2024	29	136,710.42
			<u>136,710.42</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			136,710.42
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			136,710.42
		Balance per Cash Book is :-	136,710.42
		Difference is :-	0.00

Signatory 1:

Name Signed Date

Signatory 2:

Name Signed Date

Date: 18/03/2024

Didcot Town Council

Page: 251

Time: 13:12

Cashbook 4

User: RLB

Civic Hall Current Account

For Month No: 11

Payments for Month 11

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>
01/02/2024	Direct 365	DD1	122.04	122.04		500			4965/Hand dryers 12Jan-11Feb
23/02/2024	Matthew Clark	DD2	611.01	611.01		500			5008/Bar supplies
Total Payments for Month			733.05	733.05	0.00			0.00	
Balance Carried Fwd			136,710.42						
Cashbook Totals			<u>137,443.47</u>	<u>733.05</u>	<u>0.00</u>			<u>136,710.42</u>	

Statement of Account

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



002498

5 March 2024

Account name: **DIDCOT TOWN COUNCIL-Didcot Town Council**
Account number: **PS3078634-001**
Statement period: **31/01/2024 to 29/02/2024**

Please find enclosed a statement of your account covering the period 31 January 2024 to 29 February 2024. This statement shows the value of your investments as at 29 February 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 29 February 2024	£1,012,882.59
Total valuation as at last statement at 31 January 2024	£1,269,925.55
Total income during the period	£6,090.44

Holdings as at 29 February 2024

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	1,012,882.5900	£1.00	£1,012,882.59
			Total value
			£1,012,882.59

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

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

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

Transactions for the period from 31 January 2024 to 29 February 2024

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
02/02/2024	Income Reinvestment	6,090.4400	£1.0000	£6,090.44
20/02/2024	Withdrawal	-263,133.4000	£1.0000	-£263,133.40

The average Fund yield for this period was 5.25% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Jan 2024	02/02/2024	Reinvestment	£6,090.44	PS3078634-001

**Bank Reconciliation Statement as at 29/02/2024
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	29/02/2024		1,012,882.59
			<u>1,012,882.59</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,012,882.59
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,012,882.59
		Balance per Cash Book is :-	1,012,882.59
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date: 18/03/2024

Didcot Town Council

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Time: 13:19

Cashbook 5

User: RLB

CCLA Deposit Fund

For Month No: 11

Payments for Month 11

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>
21/02/2024	Unity Current Account	Transfer	263,133.40			200		263,133.40	CCLA PSDF Drawdown
Total Payments for Month			263,133.40	0.00	0.00			263,133.40	
Balance Carried Fwd			1,012,882.59						
Cashbook Totals			<u>1,276,015.99</u>	0.00	0.00			<u>1,276,015.99</u>	

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Receipts for Month 11

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 :		1,269,925.55					1,269,925.55	
Bacs	Banked: 02/02/2024	6,090.44						
Bacs	CCLA PSDF Dividend Reinvested	6,090.44			1196	120	6,090.44	CCLA PSDF Dividend Reinvested
Total Receipts for Month		6,090.44	0.00	0.00			6,090.44	
Cashbook Totals		1,276,015.99	0.00	0.00			1,276,015.99	

Bank Reconciliation Statement as at 29/02/2024
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	29/02/2024		-2,748.95
			<u>-2,748.95</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			-2,748.95
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			-2,748.95
		Balance per Cash Book is :-	-2,748.95
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

6-24

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 February 2024
Page number: 1 of 4
Monthly spend limit: £8,000.00

Date of previous statement: 28 January 2024
Previous balance: £1,609.58
Payment received: £1,609.58 CR
Total of charges and adjustments: £0.00
Total of new spending: £2,748.95
New balance: £2,748.95
Minimum payment: £27.48
Payment due by: 25 March 2024
Available to spend: £5,251.05

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 25 March 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 : £83.20

Balance	Value	Monthly Rate	Estimated Interest*	Expiry Date
PURCHASE	2,748.95	2.245%	83.20	
CASH	0.00	2.450%	0.00	
Totals	£2,748.95		£83.20	

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

2748.95

27.48

25 March 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

Payments for Month 11

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
		Balance Brought Fwd :	1,609.58					1,609.58	
26/01/2024	The Sandwich Shop	188/24	24.20		4.03	3100	403	20.17	The Sandwich Shop - Catering
02/02/2024	Cowshed Abingdon	189/24	50.00			1129	101	50.00	Cowshed -Staff Refreshments
02/02/2024	Re-Vamp Multi Serve Ltd	190/24	31.00			3154	301	31.00	Re-Vamp Multi Serve Ltd
05/02/2024	Sainsburys Supermarkets	191/24	7.74			3100	403	7.74	Sainsburys -Catering Supplies
06/02/2024	Amazon	192/24	66.56		11.09	1730	108	48.32	Amazon -Indoor Footballs
						1123	101	7.15	Amazon -Business Card Holder
06/02/2024	Greggs PLC	193/24	32.55			3100	403	32.55	Greggs -Catering Supplies
08/02/2024	EposNow	194/24	22.80		3.80	3154	402	19.00	EposNow -Bar Till Software
08/02/2024	EposNow	195/24	12.00		2.00	3154	402	10.00	EposNow -Bar Till Software
08/02/2024	EposNow	196/24	88.80		14.80	3154	402	74.00	EposNow -Bar Till Software
09/02/2024	Greggs PLC	197/24	27.25			3100	403	27.25	Greggs -Catering Supplies
12/02/2024	Didcot Civic Hall	198/24	3.00		0.50	1108	101	2.50	Didcot Civic Hall - Refreshment
13/02/2024	Three	199/24	32.82	32.82		500			P/L Pymnt Page 2421
14/02/2024	Amazon	200/24	16.95		2.82	1123	101	14.13	Amazon -Till Rolls
14/02/2024	Allensmore Nurseries Ltd	201/24	1,344.00		224.00	1955	109	1,120.00	Allensmore Nurseries - Plants
15/02/2024	Amazon	202/24	86.40			3100	403	86.40	Amazon -Coffee
19/02/2024	Co-Op Food	203/24	16.15			3100	403	16.15	Co-Op Food - -Catering Supplie
19/02/2024	The Sandwich Shop	204/24	217.60		36.27	3100	403	181.33	The Sandwich Shop - Catering
19/02/2024	Greggs PLC	205/24	28.60			3100	403	28.60	Greggs -Catering Supplies
22/02/2024	The Print Group	206/24	19.46		3.24	1123	101	16.22	The Print Group -Stickers
22/02/2024	The Sandwich Shop	207/24	61.20		10.20	3100	403	51.00	The Sandwich Shop - Catering
22/02/2024	Open Spaces	208/24	45.00			1124	101	45.00	Open Spaces -Subscription
22/02/2024	ASDA Stores	209/24	17.07			3100	403	17.07	ASDA Stores -Catering Supplies
23/02/2024	SLCC Enterprises	210/24	475.00			1124	101	475.00	SLCC -Membership 2024 JW
24/02/2024	EposNow	211/24	22.80		3.80	3154	402	19.00	EposNow -Bar Till Software
Total Payments for Month			2,748.95	32.82	316.55			2,399.58	
Cashbook Totals			4,358.53	32.82	316.55			4,009.16	

Receipts for Month 11

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: 22/02/2024	1,609.58						
DD	Unity Current Account	1,609.58			200		1,609.58	Barclaycard Commercial
Total Receipts for Month		1,609.58	0.00	0.00			1,609.58	
Balance Carried Fwd		2,748.95						
Cashbook Totals		<u>4,358.53</u>	<u>0.00</u>	<u>0.00</u>			<u>4,358.53</u>	

Detailed Income & Expenditure by Budget Heading 29/02/2024

Month No: 11

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	550	576	0	(576)			0.0%
Central Administration :- Income	<u>550</u>	<u>576</u>	<u>0</u>	<u>(576)</u>			
1101 Salaries - Admin	19,563	215,394	242,500	27,106	27,106		88.8%
1102 Salaries - Admin Er's NI	2,010	22,218	16,699	(5,519)	(5,519)		133.0%
1103 Salaries - Admin Er's Superann	4,245	46,326	33,427	(12,899)	(12,899)		138.6%
1104 Agency Staffing	1,200	12,455	12,000	(455)	(455)		103.8%
1108 Training and Conferences	3	6,488	8,000	1,512	1,512		81.1%
1109 Staff Travel	316	3,434	3,500	66	66		98.1%
1111 Rate Admin Offices	0	7,204	7,000	(204)	(204)		102.9%
1121 Telephone/Fax/Internet	236	2,935	3,000	65	65		97.8%
1123 Stationery	148	2,119	2,300	181	181		92.1%
1124 Subscriptions	520	4,822	4,000	(822)	(822)		120.6%
1125 Insurance	0	24,733	23,000	(1,733)	(1,733)		107.5%
1126 Photocopier	27	1,935	2,500	565	565		77.4%
1128 Postage-Frinking	0	397	2,000	1,603	1,603		19.9%
1129 Miscellaneous Admin Costs	50	330	500	170	170		65.9%
1130 Recruitment Advertising	0	0	2,000	2,000	2,000		0.0%
1132 Outside Service Provider HR/HS	0	1,800	3,000	1,200	1,200		60.0%
1160 IT Maintenance/Website	1,839	27,329	20,000	(7,329)	(7,329)		136.6%
1171 Contingency	0	825	20,000	19,175	19,175		4.1%
1173 Green Projects	1,396	6,172	10,000	3,828	3,828		61.7%
1197 Office water cooler	11	213	250	37	37		85.1%
3152 Electricity	0	134	0	(134)	(134)		0.0%
Central Administration :- Indirect Expenditure	<u>31,564</u>	<u>387,264</u>	<u>415,676</u>	<u>28,412</u>	<u>0</u>	<u>28,412</u>	<u>93.2%</u>
Net Income over Expenditure	<u>(31,014)</u>	<u>(386,689)</u>	<u>(415,676)</u>	<u>(28,987)</u>			
<u>102 Civic and Democratic</u>							
1205 Members Training	0	725	800	75	75		90.6%
1206 Mayors Allowance	0	3,250	3,520	270	270		92.3%
1235 Civic Functions	0	2,292	3,000	708	708		76.4%
1269 Election Costs	0	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>			
<u>104 Community Services</u>							
1271 CCTV Contribution	1,462	3,749	10,000	6,251	6,251		37.5%

Detailed Income & Expenditure by Budget Heading 29/02/2024

Month No: 11

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1272 Speed Surveys	0	0	750	750		750	0.0%
Community Services :- Indirect Expenditure	<u>1,462</u>	<u>3,749</u>	<u>10,750</u>	<u>7,001</u>	<u>0</u>	<u>7,001</u>	<u>34.9%</u>
Net Expenditure	<u>(1,462)</u>	<u>(3,749)</u>	<u>(10,750)</u>	<u>(7,001)</u>			
<u>105 Corporate Management</u>							
1152 Bank Charges	123	2,003	700	(1,303)		(1,303)	286.2%
1155 Internal Audit	500	1,000	1,680	680		680	59.5%
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	0	3,229	1,000	(2,229)		(2,229)	322.9%
Corporate Management :- Indirect Expenditure	<u>623</u>	<u>7,940</u>	<u>10,580</u>	<u>2,640</u>	<u>0</u>	<u>2,640</u>	<u>75.0%</u>
Net Expenditure	<u>(623)</u>	<u>(7,940)</u>	<u>(10,580)</u>	<u>(2,640)</u>			
<u>108 Willowbrook Community Centre</u>							
1769 Willowbrook Income	13,194	93,319	60,000	(33,319)			155.5%
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	<u>13,194</u>	<u>95,152</u>	<u>66,000</u>	<u>(29,152)</u>			<u>144.2%</u>
1701 Salaries Willowbrook	3,776	37,568	40,000	2,432		2,432	93.9%
1702 Employers NI Willowbrook	0	9	0	(9)		(9)	0.0%
1703 Employers Superann Willowbrook	0	464	0	(464)		(464)	0.0%
1710 Willowbrook Business Rates	0	(8,384)	38,000	46,384		46,384	(22.1%)
1720 Willowbrook Contracts	455	10,192	10,000	(192)		(192)	101.9%
1725 Willowbrook ICT/Internet	79	1,967	3,000	1,033		1,033	65.6%
1730 Willowbrook Equipment	534	1,712	5,000	3,288		3,288	34.2%
1766 Willowbrook Utilities	5,590	55,230	40,000	(15,230)		(15,230)	138.1%
1767 Willowbrook Site Maintenance	0	11,095	0	(11,095)		(11,095)	0.0%
Willowbrook Community Centre :- Indirect Expenditure	<u>10,436</u>	<u>109,854</u>	<u>136,000</u>	<u>26,146</u>	<u>0</u>	<u>26,146</u>	<u>80.8%</u>
Net Income over Expenditure	<u>2,759</u>	<u>(14,702)</u>	<u>(70,000)</u>	<u>(55,298)</u>			
<u>109 Capital and Projects</u>							
1999 Loan Proceeds	0	2,400,000	0	(2,400,000)			0.0%
Capital and Projects :- Income	<u>0</u>	<u>2,400,000</u>	<u>0</u>	<u>(2,400,000)</u>			
1944 Christmas Lights	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	31,244	73,380	242,604	169,224		169,224	30.2%

Detailed Income & Expenditure by Budget Heading 29/02/2024

Month No: 11

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1949 PWLB-Interest	56,721	102,067	0	(102,067)		(102,067)	0.0%
1952 Groundskeeping Equipment	2,460	4,880	0	(4,880)		(4,880)	0.0%
1953 CAP - Solar Panels	0	48,896	0	(48,896)		(48,896)	0.0%
1955 CAP - Edmonds Park Pavilion	110,309	2,261,323	0	(2,261,323)		(2,261,323)	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	(2,460)	(4,880)	0	4,880		4,880	0.0%
Capital and Projects :- Indirect Expenditure	198,275	2,444,745	258,604	(2,186,141)	0	(2,186,141)	945.4%
Net Income over Expenditure	(198,275)	(44,745)	(258,604)	(213,859)			
<u>111 Services to Others</u>							
1805 Income -Materials Fleet Meadow	0	98	0	(98)			0.0%
1806 Income -Labour Fleet Meadow	290	3,219	0	(3,219)			0.0%
Services to Others :- Income	290	3,317	0	(3,317)			
1866 Materials - Fleet Meadow	0	33	0	(33)		(33)	0.0%
Services to Others :- Indirect Expenditure	0	33	0	(33)	0	(33)	
Net Income over Expenditure	290	3,285	0	(3,285)			
<u>120 Other Costs & Income</u>							
1176 Precept	0	1,331,855	1,331,855	0			100.0%
1196 Interest Received	6,090	58,759	5,000	(53,759)			1175.2%
Other Costs & Income :- Income	6,090	1,390,614	1,336,855	(53,759)			104.0%
Net Income	6,090	1,390,614	1,336,855	(53,759)			
<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	0	185	0	(185)			
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	1,000	44,484	45,000	516		516	98.9%
99039 Tfr to EMR Summer Fayre	100	100	0	(100)		(100)	0.0%
99139 Tfr from EMR Summer Fayre	(8,726)	(8,726)	0	8,726		8,726	0.0%
Arts & Grants-Empowered :- Indirect Expenditure	(7,626)	46,088	53,000	6,912	0	6,912	87.0%
Net Income over Expenditure	7,626	(45,903)	(53,000)	(7,097)			

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Detailed Income & Expenditure by Budget Heading 29/02/2024

Month No: 11

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	20,179	209,789	232,000	22,211		22,211	90.4%
3102 Salaries - Works Er's NI	1,565	18,651	16,800	(1,851)		(1,851)	111.0%
3103 Salaries - Works Er's Superann	4,379	45,188	36,100	(9,088)		(9,088)	125.2%
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	1,331	2,370	1,039		1,039	56.1%
3120 Protective Clothing	185	1,882	2,000	118		118	94.1%
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	3,008	2,932	(76)		(76)	102.6%
3141 Vehicle Fuel	209	6,019	6,000	(19)		(19)	100.3%
3144 Equipment & Small Tools	0	72	0	(72)		(72)	0.0%
3145 Machinery Costs	66	4,504	10,000	5,496		5,496	45.0%
3154 Maintenance	97	1,604	2,000	396		396	80.2%
9034 Ford Ranger Pick Up	(1,512)	907	3,863	2,956		2,956	23.5%
9039 Ransomes HR300 Rotary	0	3,397	5,110	1,713		1,713	66.5%
9045 Ransomes Parkway 3	0	1,539	1,200	(339)		(339)	128.3%
9062 John Deere Gator	328	5,194	2,000	(3,194)		(3,194)	259.7%
9063 ALKE ATX 340 ED	0	570	1,000	430		430	57.0%
9064 Ford Transit 350 - HW70NPK	545	545	0	(545)		(545)	0.0%
External Works-Central Costs :- Indirect Expenditure	<u>26,143</u>	<u>304,256</u>	<u>327,725</u>	<u>23,469</u>	<u>0</u>	<u>23,469</u>	<u>92.8%</u>
Net Expenditure	(26,143)	(304,256)	(327,725)	(23,469)			
302 Allotments							
3282 Allotment Rents	643	22,618	14,500	(8,118)			156.0%
32581 Grant Received	0	1,000	0	(1,000)			0.0%
Allotments :- Income	<u>643</u>	<u>23,618</u>	<u>14,500</u>	<u>(9,118)</u>			<u>162.9%</u>
3151 Water Charges	63	2,005	2,500	495		495	80.2%
3233 Allotment Competition	0	0	350	350		350	0.0%
3244 Allotment Maintenance	790	3,094	4,000	906		906	77.4%
3250 Allotment -Polytunnel	0	1,800	0	(1,800)		(1,800)	0.0%
Allotments :- Indirect Expenditure	<u>853</u>	<u>6,899</u>	<u>6,850</u>	<u>(49)</u>	<u>0</u>	<u>(49)</u>	<u>100.7%</u>
Net Income over Expenditure	(210)	16,719	7,650	(9,069)			
303 Cemetery							
3383 Cemetery Fees	2,815	23,714	18,000	(5,714)			131.7%
Cemetery :- Income	<u>2,815</u>	<u>23,714</u>	<u>18,000</u>	<u>(5,714)</u>			<u>131.7%</u>

Detailed Income & Expenditure by Budget Heading 29/02/2024

Month No: 11

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	210	2,630	0	(2,630)		(2,630)	0.0%
3340 Rates - Cemetery	0	1,448	600	(848)		(848)	241.4%
Cemetery :- Indirect Expenditure	210	4,172	1,600	(2,572)	0	(2,572)	260.8%
Net Income over Expenditure	2,605	19,542	16,400	(3,142)			
304 Edmonds Park							
3151 Water Charges	9	787	1,200	413		413	65.6%
3152 Electricity	4,903	6,776	1,800	(4,976)		(4,976)	376.4%
3154 Maintenance	455	8,772	10,000	1,228		1,228	87.7%
3155 Security	0	776	6,000	5,224		5,224	12.9%
3170 Waste Recycling	617	7,726	9,500	1,774		1,774	81.3%
Edmonds Park :- Indirect Expenditure	5,984	24,836	28,500	3,664	0	3,664	87.1%
Net Expenditure	(5,984)	(24,836)	(28,500)	(3,664)			
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	5	7,252	7,000	(252)		(252)	103.6%
3165 Ladygrove Lakes	87	8,088	0	(8,088)		(8,088)	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	92	10,168	7,000	(3,168)	0	(3,168)	145.3%
Net Income over Expenditure	(92)	(7,780)	(1,000)	6,780			
306 Loyd Park							
3151 Water Charges	0	(1,289)	550	1,839		1,839	(234.3%)
3152 Electricity	108	423	350	(73)		(73)	121.0%
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	108	(194)	900	1,094	0	1,094	(21.6%)
Net Expenditure	(108)	194	(900)	(1,094)			

Detailed Income & Expenditure by Budget Heading 29/02/2024

Month No: 11

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	5,000	14,010	4,000	(10,010)			350.3%
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>5,000</u>	<u>26,090</u>	<u>18,050</u>	<u>(8,040)</u>			<u>144.5%</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	3,016	3,100	84		84	97.3%
3158 Trees	0	3,275	8,500	5,225		5,225	38.5%
3162 Football pitch maintenance	426	3,649	8,000	4,351		4,351	45.6%
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>704</u>	<u>21,671</u>	<u>33,600</u>	<u>11,929</u>	<u>0</u>	<u>11,929</u>	<u>64.5%</u>
Net Income over Expenditure	<u>4,296</u>	<u>4,419</u>	<u>(15,550)</u>	<u>(19,969)</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 29/02/2024

Month No: 11

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)			
401 C H General Administration							
1000 Main Hall	3,954	41,588	55,000	13,412			75.6%
1001 Northbourne Room	1,425	11,896	12,000	104			99.1%
1002 Ladygrove Room	2,962	27,949	25,000	(2,949)			111.8%
1003 All Saints Room	1,131	10,185	10,000	(185)			101.9%
1004 Park Room	566	5,586	8,000	2,414			69.8%
1005 Weddings	0	592	0	(592)			0.0%
1009 Events Package Income	0	8,476	0	(8,476)			0.0%
1011 Orchard/Millbrook Room	10	1,287	2,000	713			64.3%
1020 Other Income	290	3,790	1,000	(2,790)			379.0%
C H General Administration :- Income	10,339	111,349	113,000	1,651			98.5%
3155 Security	150	1,110	0	(1,110)		(1,110)	0.0%
4001 Salaries - Civic Hall	4,968	63,217	48,000	(15,217)		(15,217)	131.7%
4002 Salaries - Civic Hall Er's Ni	230	2,817	0	(2,817)		(2,817)	0.0%
4003 Salaries - C.Hall Er's Superan	991	11,333	0	(11,333)		(11,333)	0.0%
4012 Water Charges	0	(3,049)	12,000	15,049		15,049	(25.4%)
4014 Light & Heat	2,426	27,283	40,000	12,717		12,717	68.2%
4015 Cleaning and Hygiene	2,161	26,311	30,000	3,689		3,689	87.7%
4016 Uniform	0	0	1,000	1,000		1,000	0.0%
4018 Waste Disposal	253	3,923	3,500	(423)		(423)	112.1%
4022 Telephone	0	50	1,000	950		950	5.0%
4023 Licenses	0	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	86	1,593	10,000	8,407		8,407	15.9%
4043 Repairs and Maintenance	1,103	35,996	10,000	(25,996)		(25,996)	360.0%
4044 Maintenance Contracts	711	19,042	15,000	(4,042)		(4,042)	126.9%
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	413	2,128	500	(1,628)		(1,628)	425.6%
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 29/02/2024

Month No: 11

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	13,493	160,584	230,300	69,716	0	69,716	69.7%
Net Income over Expenditure	(3,155)	(49,235)	(117,300)	(68,065)			
402 C H Bar							
1050 Bar Sales	2,842	20,125	15,000	(5,125)			134.2%
C H Bar :- Income	2,842	20,125	15,000	(5,125)			134.2%
3000 Bar Purchases	1,135	10,579	7,500	(3,079)		(3,079)	141.1%
3020 Bar Sundries	0	326	500	174		174	65.2%
3154 Maintenance	150	1,772	3,000	1,228		1,228	59.1%
C H Bar :- Indirect Expenditure	1,285	12,676	11,000	(1,676)	0	(1,676)	115.2%
Net Income over Expenditure	1,557	7,449	4,000	(3,449)			
403 C H Catering							
1075 Food and Berverage Income	2,369	12,695	3,000	(9,695)			423.2%
1100 Catering Income - Food	0	7,180	6,000	(1,180)			119.7%
C H Catering :- Income	2,369	19,875	9,000	(10,875)			220.8%
3100 Food and Beverage Costs	536	4,623	4,500	(123)		(123)	102.7%
4350 CH Kitchen Maintenance	0	1,395	2,500	1,105		1,105	55.8%
C H Catering :- Indirect Expenditure	536	6,019	7,000	981	0	981	86.0%
Net Income over Expenditure	1,833	13,856	2,000	(11,856)			
Grand Totals:- Income	44,132	4,121,465	1,596,405	(2,525,060)			258.2%
Expenditure	284,141	3,604,345	1,592,905	(2,011,440)	0	(2,011,440)	226.3%
Net Income over Expenditure	(240,009)	517,120	3,500	(513,620)			
Movement to/(from) Gen Reserve	(240,009)	517,120					

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 11 Date 29/02/2024

<u>Account</u>	<u>Sales/Income</u>	<u>Month Actual</u>	<u>YTD Actual</u>
1000	Main Hall	3,954	41,588
1001	Northbourne Room	1,425	11,896
1002	Ladygrove Room	2,962	27,949
1003	All Saints Room	1,131	10,185
1004	Park Room	566	5,586
1005	Weddings	0	592
1009	Events Package Income	0	8,476
1011	Orchard/Millbrook Room	10	1,287
1020	Other Income	290	3,790
1050	Bar Sales	2,842	20,125
1075	Food and Beverage Income	2,369	12,695
1100	Catering Income - Food	0	7,180
1176	Precept	0	1,331,855
1195	Miscellaneous Income	550	661
1196	Interest Received	6,090	58,759
1769	Willowbrook Income	13,194	93,319
1805	Income -Materials Fleet Meadow	0	98
1806	Income -Labour Fleet Meadow	290	3,219
1999	Loan Proceeds	0	2,400,000
3179	Carbon Return Income	0	2
3180	Sports Hire	5,000	14,010
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	643	22,618
3383	Cemetery Fees	2,815	23,714
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	44,132	4,121,465

<u>Account</u>	<u>Indirect/Overhead Expenditure</u>		
1101	Salaries - Admin	19,563	215,394
1102	Salaries - Admin Er's NI	2,010	22,218
1103	Salaries - Admin Er's Superann	4,245	46,326
1104	Agency Staffing	1,200	12,455
1108	Training and Conferences	3	6,488
1109	Staff Travel	316	3,434
1111	Rate Admin Offices	0	7,204
1121	Telephone/Fax/Internet	236	2,935
1123	Stationery	148	2,119
1124	Subscriptions	520	4,822
1125	Insurance	0	24,733
1126	Photocopier	27	1,935
1128	Postage-Frinking	0	397
1129	Miscellaneous Admin Costs	50	330
1132	Outside Service Provider HR/HS	0	1,800
1152	Bank Charges	123	2,003
1155	Internal Audit	500	1,000

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 11 Date 29/02/2024

	Month Actual	YTD Actual
1157	External Audit	0
1158	Legal & Professional Fees	1,608
1159	Accounting Support	3,229
1160	IT Maintenance/Website	1,839
1171	Contingency	825
1173	Green Projects	1,396
1197	Office water cooler	11
1205	Members Training	0
1206	Mayors Allowance	0
1235	Civic Functions	0
1269	Election Costs	0
1271	CCTV Contribution	1,462
1701	Salaries Willowbrook	3,776
1702	Employers NI Willowbrook	0
1703	Employers Superann Willowbrook	0
1710	Willowbrook Business Rates	0
1720	Willowbrook Contracts	455
1725	Willowbrook ICT/Internet	79
1730	Willowbrook Equipment	534
1766	Willowbrook Utilities	5,590
1767	Willowbrook Site Maintenance	0
1866	Materials - Fleet Meadow	0
1944	Christmas Lights	0
1947	Office Equipment & Furniture	0
1948	PWLB-Repayments	31,244
1949	PWLB-Interest	56,721
1952	Groundskeeping Equipment	2,460
1953	CAP - Solar Panels	0
1955	CAP - Edmonds Park Pavilion	110,309
2165	Remembrance Parade & Service	0
2187	Summer Fayre	0
3000	Bar Purchases	1,135
3020	Bar Sundries	0
3100	Food and Beverage Costs	536
3101	Salaries - Works	20,179
3102	Salaries - Works Er's NI	1,565
3103	Salaries - Works Er's Superann	4,379
3108	Staff Travel	103
3120	Protective Clothing	185
3127	Subscriptions	0
3140	Vehicle Insurance	0
3141	Vehicle Fuel	209
3144	Equipment & Small Tools	0
3145	Machinery Costs	66
3148	Bus Shelter Contract	0
3149	Bark Top-up	0
3150	Plants	0
3151	Water Charges	72
3152	Electricity	5,011
3153	Play Equipment Maintenance	0
3154	Maintenance	917
3155	Security	150

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 11 Date 29/02/2024

	Month Actual	YTD Actual
3157 Dog Fouling Clean-up Service	277	3,016
3158 Trees	0	3,275
3162 Football pitch maintenance	426	3,649
3165 Ladygrove Lakes	87	8,088
3166 Millennium Wood Upkeep	0	2,985
3168 Street Furniture Maintenance	0	3,390
3170 Waste Recycling	617	7,726
3188 Grant Aid Fund	1,000	44,484
3244 Allotment Maintenance	790	3,094
3250 Allotment -Polytunnel	0	1,800
3340 Rates - Cemetery	0	1,448
4001 Salaries - Civic Hall	4,968	63,217
4002 Salaries - Civic Hall Er's Ni	230	2,817
4003 Salaries - C.Hall Er's Superan	991	11,333
4012 Water Charges	0	(3,049)
4014 Light & Heat	2,426	27,283
4015 Cleaning and Hygiene	2,161	26,311
4018 Waste Disposal	253	3,923
4022 Telephone	0	50
4023 Licenses	0	3,078
4024 Event Costs	0	150
4042 Equipment	86	1,593
4043 Repairs and Maintenance	1,103	35,996
4044 Maintenance Contracts	711	19,042
4045 Repair/Upgrade PA System	0	349
4052 Accountancy Charges	413	2,128
4054 NNDR	0	(12,096)
4105 Stationery	0	(2)
4350 CH Kitchen Maintenance	0	1,395
9034 Ford Ranger Pick Up	(1,512)	907
9039 Ransomes HR300 Rotary	0	3,397
9045 Ransomes Parkway 3	0	1,539
9059 Bus shelters	0	195
9062 John Deere Gator	328	5,194
9063 ALKE ATX 340 ED	0	570
9064 Ford Transit 350 - HW70NPK	545	545
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
99039 Tfr to EMR Summer Fayre	100	100
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)
99139 Tfr from EMR Summer Fayre	(8,726)	(8,726)
99152 Tfr from EMR Pavilions	0	(1,953)
99160 Tfr from EMR Grounds Equip	(2,460)	(4,880)
Total Indirect/Overhead Expenditure	284,141	3,604,345

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Detailed Profit and Loss Account - Excluding Stock Movement

Month 11 Date 29/02/2024

	<u>Month Actual</u>	<u>YTD Actual</u>
Operating Profit	(240,009)	517,120
% Operating Profit	-543.84%	12.55%
<u>Account Other Costs & Income</u>		
99999 Discounts	0	(1)
Total Other Costs & Income	0	(1)
Profit before Appropriations	(240,009)	517,121
% Profit before Appropriations	-543.84%	12.55%

Detailed Balance Sheet - Excluding Stock Movement

Month 11 Date 29/02/2024

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
101	Bookings Debtors	16,204
105	Vat Due	23,286
140	Bar Stock	4,415
200	Unity Current Account	307,792
201	Civic Hall Current Account	136,710
202	CCLA Deposit Fund	1,012,883
220	Petty Cash	10
224	Civic Hall Bar Floats	260
295	Barclaycard Account	(2,749)
Total Current Assets		1,498,812
<u>Current Liabilities</u>		
500	Creditors	143,873
503	Allotment Holding Deposit	12,303
505	Mayors Charity Account	6
525	PAYE/NI Due	11,060
526	Superannuation Due	12,511
540	Oxfordshire PTC (NHS)	305
565	CH Holding Deposits	1,623
570	Refundable Deposits	350
580	Retentions	108,607
Total Current Liabilities		290,638
Net Current Assets		1,208,174
Total Assets less Current Liabilities		1,208,174
<u>Represented by :-</u>		
301	Current Year Fund	517,121
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	3,924
351	CCTV	13,405
352	Pavilions	32,747
360	EMR Groundskeeping Equipment	5,006
Total Equity		1,208,174

Outstanding Balances by Month as at 29/02/2024

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	497.56	515.76	0.00	0.00	-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
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
AADFMASO	DIDCOT MASONIC	215.35	215.35	0.00	0.00	0.00	0.00
AAGGUIDE	GIRL GUIDING UK	476.22	476.22	0.00	0.00	0.00	0.00
AAJADEMO	JADE MORRIS	61.50	0.00	0.00	0.00	61.50	0.00
AAKWOOD	KINGWOOD	-142.84	0.00	0.00	0.00	119.99	-262.83
AALP	LAURA PEACOCK	3.60	0.00	0.00	0.00	3.60	0.00
AAOCFA	JANE HOSKINS	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
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	346.09	0.00	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
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	1,215.35	536.40	0.00	0.00	771.35	-92.40
ADVIZA	ADVIZA	157.50	157.50	0.00	0.00	0.00	0.00
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
CAMDENSO	CAMDEN	237.36	237.36	0.00	0.00	0.00	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
DID SPEAK	DIDCOT SPEAKERS	246.71	0.00	58.66	58.66	472.37	-342.98
DIDCOTCASJD	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	130.18	108.10	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
FMCHT	FM CH TRUST	425.97	425.97	0.00	0.00	0.00	0.00
GARD	GARD	62.40	62.40	0.00	0.00	0.00	0.00
HARWELLSH	HARWELLS	189.60	108.96	0.00	0.00	80.64	0.00
HFTCLARE	HFTCLARE	302.40	0.00	302.40	0.00	0.00	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	616.83	187.20	0.00	0.00	429.63	0.00
JOALLMOND	JOALLMO	15.00	0.00	0.00	0.00	15.00	0.00
KEEP FIT	KEEP FIT AND MOBILE	43.92	43.92	0.00	0.00	0.00	0.00
Sub Total C/Fwd		9,186.50	3,729.56	2,512.68	395.58	4,815.64	-2,266.96

Outstanding Balances by Month as at 29/02/2024

A/C Code	Customer Name	Balance	Feb 2024	Jan 2024	Dec 2023	Prior Months	On A/c Pymnts
Sub Total B/Fwd		9,186.50	3,729.56	2,512.68	395.58	4,815.64	-2,266.96
Ledger No 1: Bookings (Continued)							
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
NATSOU	NATSOU	97.92	97.92	0.00	0.00	0.00	0.00
NIKKIKITT	NKITT	175.18	175.18	0.00	0.00	0.00	0.00
OCCCHIARA	OCCHIARA	86.40	0.00	43.20	0.00	43.20	0.00
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	934.20	622.80	311.40	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
RESTOREC	RESTOREC	465.12	465.12	0.00	0.00	0.00	0.00
RGRIFFIN	ELVIS	97.80	0.00	0.00	0.00	226.80	-129.00
SECONDLIFE	SECONDLIFE	126.00	0.00	0.00	0.00	126.00	0.00
SEEMAGDA	SEEMAGDA	118.38	118.38	0.00	0.00	0.00	0.00
SEN	CHILDEDUOCC	861.80	0.00	0.00	0.00	861.80	0.00
SLIMNICILA		40.80	40.80	0.00	0.00	0.00	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	0.00	339.57	0.00
SODCOLI	SODCOLI	75.00	75.00	0.00	0.00	0.00	0.00
SOMA	SOMA	140.00	0.00	0.00	0.00	140.00	0.00
STYLEANITA	STYLEA	124.80	124.80	0.00	0.00	0.00	0.00
STYLEEMMA	STYLEEMMA	222.60	0.00	0.00	0.00	222.60	0.00
THAMESWA	THAMESW	2,083.80	577.80	1,506.00	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
ZUMBAGOL	ZGOLD	114.24	114.24	0.00	0.00	0.00	0.00
Total Sales Led		16,203.97	6,408.88	4,373.28	520.58	8,043.57	-3,142.34
TOTAL SALES LEDGER BALANCES		16,203.97	6,408.88	4,373.28	520.58	8,043.57	-3,142.34

Approved write offs will be seen in March 24 accounts.

Outstanding Balances by Month as at 29/02/2024

A/C Code	Supplier Name	Balance	Feb 2024	Jan 2024	Dec 2023	Prior Months	On A/c Pymnts
Ledger No 1: Bought Ledger 1							
037	OXFORDSHIRE PLAY ASS	1,000.00	1,000.00	0.00	0.00	0.00	0.00
B05	BT 45763302	1,534.72	0.00	0.00	59.88	1,474.84	0.00
B37	BH DOORS	496.07	496.07	0.00	0.00	0.00	0.00
BGAS-	BRIT GAS 603752622	4,326.61	4,326.61	0.00	0.00	0.00	0.00
BOC	BOC	34.02	34.02	0.00	0.00	0.00	0.00
BOUCHIER	BOUCHIER	219.71	219.71	0.00	0.00	0.00	0.00
BT	BT 46746208	-23.57	0.00	0.00	0.00	-23.57	0.00
BUSINWATC	BUSINESS WATCH	390.00	390.00	0.00	0.00	0.00	0.00
COLLARD	COLLARD ENVIRONMENTA	740.88	740.88	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
CUTTLEFISH	CUTTLEFISH	480.00	0.00	0.00	0.00	0.00	0.00
CW-ASR302	CASTLE WATER 2288227	-171.71	33.20	33.20	33.00	-104.59	-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	-111.32	10.79	8.55	-0.63	-130.03	0.00
CW-LP306	CASTLE WATER 2279303	-2,570.53	0.00	42.12	0.00	-2,612.65	0.00
CW-NRA302	CASTLE WATER 2286236	-89.02	0.00	0.00	0.00	-89.02	0.00
CW-TCEP304	CASTLE WATER 2374904	-876.69	0.00	0.00	0.00	-876.69	0.00
D03	DIDCOT PLANT	72.72	72.72	0.00	0.00	0.00	0.00
DCKAS	DCK ACCOUNTING	1,114.08	1,114.08	0.00	0.00	0.00	0.00
DIRECT	DIRECT 365	122.04	122.04	0.00	0.00	0.00	0.00
E19	ESPO	98.94	98.94	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	511.78	511.78	0.00	0.00	0.00	0.00
GALLAGHER	GALLAGHER INSURANCE	1,939.29	0.00	0.00	0.00	0.00	0.00
GRUNDON	GRUNDON WASTE	485.97	485.97	0.00	0.00	0.00	0.00
L09	LYRECO	283.33	283.33	0.00	0.00	0.00	0.00
LEX	LEX AUTOLEASE	-1,938.29	-549.68	-1,388.61	0.00	0.00	0.00
LIFEBUILD	LIFE BUILD SOLUTIONS	122,415.60	122,415.60	0.00	0.00	0.00	0.00
MATTHEWC	MATTHEW CLARK	739.62	739.62	0.00	0.00	0.00	0.00
MJDIDCOCK	MJ DIDCOCK	15.00	15.00	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
OALC	OALC	4,927.12	0.00	0.00	0.00	0.00	0.00
R03	RIALTAS	488.70	488.70	0.00	0.00	0.00	0.00
R31	RABBITS	654.00	654.00	0.00	0.00	0.00	0.00
RIDGE	RIDGE	2,052.00	2,052.00	0.00	0.00	0.00	0.00
ROBERTSS	ROBERTS S	150.00	150.00	0.00	0.00	0.00	0.00
S86	SUN WATER	13.20	13.20	0.00	0.00	0.00	0.00
S90	SEDRAM SUPPLIES	72.32	72.32	0.00	0.00	0.00	0.00
S101	SCREWFIX	217.18	217.18	0.00	0.00	0.00	0.00
SLOANECUR	SLOANE CURTIS	137.90	0.00	0.00	0.00	0.00	0.00
SSE-MC304	SSE 8700172407	1,978.48	1,978.48	0.00	0.00	0.00	0.00
SSE-WB108	SSE 8700080175 01908	-11.14	0.00	0.00	0.00	0.00	-11.14
T01	TRAVIS PERKINS	1,726.90	1,726.90	0.00	0.00	0.00	0.00
T35	TOTAL PEST CONTROL	252.00	0.00	0.00	0.00	0.00	0.00
Sub Total C/Fwd		142,681.00	142,449.00	-1,304.74	92.25	-6,075.70	-216.12

Outstanding Balances by Month as at 29/02/2024

A/C Code	Supplier Name	Balance	Feb 2024	Jan 2024	Dec 2023	Prior Months	On A/c Pymnts
	Sub Total B/Fwd	142,681.00	142,449.00	-1,304.74	92.25	-6,075.70	-216.12
Ledger No 1: Bought Ledger 1 (Continued)							
	Total Purchase	142,681.00	142,449.00	-1,304.74	92.25	-6,075.70	-216.12
	TOTAL PURCHASE LEDGER BALANCES	142,681.00	142,449.00	-1,304.74	92.25	-6,075.70	-216.12

List of Payments made between 01/02/2024 and 29/02/2024

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/02/2024	Parker	CARD RFND	30.00		Parker Deposit Rfnd BR568a
02/02/2024	Collard Environmental Ltd	EBP2	537.60		4918/Waste disposal 5Jan24
02/02/2024	DCK Accounting Solutions Ltd	EBP3	1,114.08		4898/Contract accounts Dec23
02/02/2024	DCK Payroll Solutions Ltd	EBP4	327.84		4899/Payroll services Dec23
02/02/2024	Eco-Lectrical Services Ltd	EBP5	549.56		4900/Lights repair -Car Park
02/02/2024	Ever Brite Cleaning Services L	EBP6	2,535.54		4901/Cleaning services Dec2023
02/02/2024	FLEET (LINEMARKERS) LTD	EBP7	609.30		4902/Linemarking paint
02/02/2024	Grundon Waste Management Ltd	EBP8	478.78		4904/Waste disposal Dec2023
02/02/2024	Microshade Business Consultant	EBP9	373.44		4919/Omega hosting Jan2024
02/02/2024	Polar Cooling Services Ltd	EBP10	270.00		4905/Replace toilet & seat
02/02/2024	Spaldings (UK) Limited	EBP11	93.39		4923/Chainsaw oil
02/02/2024	Sun Water Coolers Ltd	EBP12	42.49		4912/Office water cooler
02/02/2024	Screwfix Direct Ltd T/As Trade	EBP13	39.23		4908/Filler & knives
02/02/2024	S R Cooper	EBP14	31.02		4921/Replace socket
02/02/2024	Shield Maintenance Ltd	EBP15	564.71		4910/Sanitary waste disposal
02/02/2024	Total Pest Control (UK) Ltd	EBP16	288.00		4924/Pest control services
02/02/2024	Vita Play Limited	EBP17	7,336.40		4913/Gates & surfacing
02/02/2024	Castle Water Limited	EBP18	44.41		4967/Water3170900 1-31Dec
02/02/2024	Didcot AP UK	EBP19	2,700.00		4937/Didcot APUK -F&GP Jan24
05/02/2024	Blackburn IT Services Ltd t/a	EBP1	180.00		4894/Allotments App renewal
06/02/2024	Lex Autolease Limited	DD	331.92		4947/BP68MHX repairs
06/02/2024	British Gas A/c 603752622	DD	3,568.81		4933/Gas603752622 15Dec-14Jan
08/02/2024	Public Works Loan Board	DD	11,106.45		PWLB 498803 - Capital
09/02/2024	Public Works Loan Board	DD	61,296.23		PWLB 647533 - Capital
12/02/2024	Barclaycard Charges Jan2024	DD	128.32		Barclaycard Charges Jan2024
15/02/2024	Public Works Loan Board	DD	15,562.42		PWLB 499349
15/02/2024	SSE Energy Supply Ltd	DD1	4,594.80		4961/Ac8700080175 1-31Dec23
19/02/2024	HMRC PAYE/NI Jan2024	EBP	10,514.78		HMRC PAYE/NI Jan2024
19/02/2024	OCC Superann Jan2024	EBP	12,114.58		OCC Superann Jan2024
19/02/2024	Salaries February 2024	EBP	38,755.99		Salaries February 2024
19/02/2024	Ridge & Partners LLP	EBP	15,647.80		4988/Prof fees pymnt no 10
19/02/2024	Midcounties Co-Op	DD	250.49		Midcounties Co-Op Fuel Dec2023
19/02/2024	Sloane Curtis Solutions Ltd	DD1	137.45		5017/Phone charges Feb2024
20/02/2024	LIFE Build Solutions Limited	EBP01	150,000.00		4981/Interim application no 9
21/02/2024	LIFE Build Solutions Limited	EBP02	97,485.60		4981/Interim application no 9
22/02/2024	Air IT Limited	EBP1	1,435.70		4932/Internet line Jan2024
22/02/2024	BMS Control Systems Ltd	EBP2	600.00		4926/BMS maintenance
22/02/2024	Collard Environmental Ltd	EBP3	537.60		4934/Waste disposal 16Jan24
22/02/2024	DIDCOT PLANT LTD	EBP4	62.14		4968/Plate compactor 23-24Jan
22/02/2024	DCK Accounting Solutions Ltd	EBP5	1,080.78		4935/Budget setting 2024-25
22/02/2024	DCK Payroll Solutions Ltd	EBP6	342.72		4936/Payroll services Jan2024
22/02/2024	D Wright	EBP7	400.00		4938/H&S Review audit Jan2024
22/02/2024	EE Limited	EBP8	109.78		4939/Mobile phone charges
22/02/2024	Executive Alarms Ltd	EBP9	271.20		4941/Alarm call out 17Jan
22/02/2024	Farol Limited	EBP10	363.60		4944/Call out refund
22/02/2024	Fleet Meadow Community Hall Tr	EBP11	2,315.88		4945/FMCHT INcome Dec2023
22/02/2024	AJGIBL GBP Client NST Account	EBP12	253.11		4946/Fleet motor insurance
22/02/2024	G. S. Mechanical Ltd	EBP13	714.60		4927/Replace boiler gas valve

Continued on Page 2

List of Payments made between 01/02/2024 and 29/02/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
22/02/2024	Lift Safe Ltd	EBP14	342.00		4948/Alke servicing
22/02/2024	McFarlane Telfer Ltd	EBP15	132.00		4950/PPM for ice machine
22/02/2024	Millbrook Property Services	EBP16	324.00		4951/Window cleaning 19Jan24
22/02/2024	Mobile Mini	EBP17	83.42		4969/Storage unit 15Jan-11Feb
22/02/2024	Polar Cooling Services Ltd	EBP18	190.80		4952/Replace taps
22/02/2024	Rochester Midland Corporation	EBP19	593.44		4954/Legionella Awareness
22/02/2024	Seldram Supplies	EBP20	623.09		4957/Cleaning supplies
22/02/2024	Screwfix Direct Ltd T/As Trade	EBP21	30.28		4955/Ratchet handle, Thumbturn
22/02/2024	Shield Maintenance Ltd	EBP22	564.71		4959/Sanitary waste disposal
22/02/2024	Travis Perkins Trading Company	EBP23	280.22		4963/Cement
22/02/2024	Arbocare Tree Surgery & Landsc	EBP24	3,330.00		4971/Tree works
22/02/2024	Castle Water Limited	EBP25	42.17		5004/Water3170900 Jan2024
22/02/2024	SSE Energy Supply Ltd	EBP26	2,919.74		4994/Ac8700145386 Dec2023
22/02/2024	Barclaycard Account	DD	1,609.58		Barclaycard Commercial
22/02/2024	SSE Energy Supply Ltd	DD2	2,381.96		5023/Ac8700080175 Nov-Jan
23/02/2024	BOC	DD3	34.02		4972/Bar gas bottle
28/02/2024	OPC Drain Services	EBP1	403.20		4984/Clear out manhole/gullies
28/02/2024	Air IT Limited	EBP2	1,439.51		5000/Internet line Feb2024
28/02/2024	Bouchier Fencing Ltd	EBP3	478.98		5001/Fence posts -Cock Croft
28/02/2024	Collard Environmental Ltd	EBP4	870.71		4973/Waste disposal Jan2024
28/02/2024	DCK Accounting Solutions Ltd	EBP5	1,114.08		4974/Contract accounts Jan24
28/02/2024	Ever Brite Cleaning Services L	EBP6	2,535.54		4975/Cleaning services Jan24
28/02/2024	FBCA	EBP7	201.60		4977/FBCA subs 2024
28/02/2024	Farol Limited	EBP8	87.60		4976/Tractor puncture repair
28/02/2024	Fleet Meadow Community Hall Tr	EBP9	2,282.28		5006/Bookteq income Jan2024
28/02/2024	Granwax Products Ltd	EBP10	60.12		4978/Sportsclean 5ltrs
28/02/2024	GreenDay Energy Ltd	EBP11	132.00		5007/Display Energy Cert renew
28/02/2024	Grundon Waste Management Ltd	EBP12	602.40		4980/Waste disposal Jan2024
28/02/2024	Lyreco UK Limited	EBP13	373.23		4982/Stationery
28/02/2024	Microshade Business Consultant	EBP14	373.44		5009/Omega hosting Feb2024
28/02/2024	McFarlane Telfer Ltd	EBP15	330.12		5033/Circuit board works
28/02/2024	Mobile Mini	EBP16	83.42		5010/Storage unit 12Feb-10Mar
28/02/2024	Polar Cooling Services Ltd	EBP17	5,245.32		5011/Door canopy roof repair
28/02/2024	Pear Technology Services Ltd	EBP18	528.00		4985/Pear mapping annual fee
28/02/2024	Prevention 1st Fire Safety Adv	EBP19	336.00		4987/Fire risk assessment
28/02/2024	Ricoh	EBP20	32.56		5012/Copier rental Feb-Apr
28/02/2024	Rochester Midland Corporation	EBP21	310.80		4989/Water hygiene Jan-Mar
28/02/2024	SOUTH OXFORDSHIRE DISTRICT	EBP22	1,754.09		5018/CCTV contrib'n Q3 2023/24
28/02/2024	Spaldings (UK) Limited	EBP23	3,153.92		5022/Stihl lawn mower
28/02/2024	Sun Water Coolers Ltd	EBP24	6.60		4995/Office water cooler
28/02/2024	Seldram Supplies	EBP25	244.25		5016/Cleaning supplies
28/02/2024	Screwfix Direct Ltd T/As Trade	EBP26	58.54		5015/Squire padlock
28/02/2024	Travis Perkins Trading Company	EBP27	165.52		5027/Poly tunnel
28/02/2024	Total Pest Control (UK) Ltd	EBP28	252.00		5025/Quarterly pest control
28/02/2024	Vale Training Services Ltd	EBP29	660.00		4996/Welding course
28/02/2024	EE Limited	EBP30	113.32		5030/Mobile phone charges
29/02/2024	John Deere	Std Ord	328.01		John Deere Gator

Date: 18/03/2024

Didcot Town Council

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Time: 13:06

Unity Current Account

List of Payments made between 01/02/2024 and 29/02/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
		Total Payments	486,167.13		

Date: 05/03/2024

Didcot Town Council

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Time: 11:20

Civic Hall Current Account

List of Payments made between 01/02/2024 and 29/02/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/02/2024	Direct 365	DD1	122.04		4965/Hand dryers 12Jan-11Feb
23/02/2024	Matthew Clark	DD2	611.01		5008/Bar supplies
Total Payments			<u>733.05</u>		

Didcot Town Council

Annual Budget - By Centre (Actual YTD Month 12)

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	581	21	0	0	0	0
32581 Grant Received	0	7,189	0	0	0	0	0	0	0
Total Income	0	32,214	0	581	21	0	0	0	0
1101 Salaries - Admin	216,590	143,420	242,500	235,123	246,777	0	274,928	0	0
1102 Salaries - Admin Er's NI	26,986	15,196	16,699	24,251	25,343	0	27,894	0	0
1103 Salaries - Admin Er's Superann	44,035	31,103	33,427	50,608	53,137	0	59,659	0	0
1104 Agency Staffing	12,000	14,359	12,000	12,455	14,500	0	14,790	0	0
1108 Training and Conferences	8,000	8,927	8,000	8,558	8,000	0	8,000	0	0
1109 Staff Travel	2,500	4,354	3,500	3,743	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	3,222	3,000	0	3,000	0	0
1123 Stationery	2,300	1,842	2,300	2,222	2,300	0	2,300	0	0
1124 Subscriptions	4,000	4,158	4,000	8,658	4,127	0	4,160	0	0
1125 Insurance	12,000	22,342	23,000	26,673	23,000	0	25,475	0	0
1126 Photocopier	2,500	2,377	2,500	2,281	2,500	0	2,500	0	0
1128 Postage-Frinking	2,000	1,187	2,000	397	800	0	800	0	0
1129 Miscellaneous Admin Costs	200	427	500	330	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	29,187	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	6,172	10,000	0	5,000	0	0

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Annual Budget - By Centre (Actual YTD Month 12)

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	213	250	0	310	0	0
3152 Electricity	0	0	0	134	134	0	0	0	0
3155 Security	0	-40	0	0	0	0	500	0	0
99134 Tfr from EMR Community Project	0	-653	0	0	0	0	0	0	0
99135 Tfr from EMR Bus Shelter/Street	0	-175	0	0	0	0	0	0	0
Overhead Expenditure	416,361	300,972	415,676	424,056	440,897	0	477,316	0	0
Movement to/(from) Gen Reserve	(416,361)	(268,758)	(415,676)	(423,475)	(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	2,637	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	8,235	8,943	0	20,630	0	0
Movement to/(from) Gen Reserve	(6,300)	(6,423)	(7,320)	(8,235)	(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

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Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve									
	(13,250)	(6,733)	(10,750)	(3,749)	(10,000)		(10,000)		
Corporate Management									
1150 Contribution to Legal Fees	0	0	0	973	0	0	0	0	0
Total Income	0	0	0	973	0	0	0	0	0
1152 Bank Charges	600	1,300	700	2,068	2,140	0	1,300	0	0
1155 Internal Audit	1,600	1,440	1,680	1,000	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	13,200	9,401	10,580	8,005	16,160	0	14,080	0	0
Movement to/(from) Gen Reserve	(13,200)	(9,401)	(10,580)	(7,032)	(16,160)		(14,080)		
Willowbrook Community Centre									
1769 Willowbrook Income	40,000	55,737	60,000	94,888	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	40,000	71,441	66,000	96,721	81,833	0	72,000	0	0
1701 Salaries Willowbrook	0	0	40,000	40,581	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

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Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1720 Willowbrook Contracts	0	0	10,000	10,704	10,000	0	12,000	0	0
1725 Willowbrook ICT/Internet	0	0	3,000	2,076	3,000	0	3,000	0	0
1730 Willowbrook Equipment	0	0	5,000	1,917	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	56,880	62,000	0	45,000	0	0
1767 Willowbrook Site Maintenance	10,000	54,165	0	11,241	10,000	0	10,000	0	0
Overhead Expenditure	45,000	156,285	136,000	115,488	131,668	0	137,254	0	0
Movement to/(from) Gen Reserve	(5,000)	(84,844)	(70,000)	(18,767)	(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	73,380	93,328	0	122,257	0	0
1949 PWLB-Interest	0	0	0	102,067	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	2,263,462	2,400,000	0	0	0	0
1956 CAP - Splash Park	0	0	0	90,097	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
99029	Tfr to EMR Elections	0	0	34,260	34,260	0	0	0	0
99060	Tfr to EMR Grounds Equip	0	259	0	0	0	0	0	0
99127	Tfr from EMR Building Proj Fee	0	0	-34,260	-34,260	0	0	0	0
99128	Tfr from EMR CIL	0	-46,948	0	-48,896	0	0	0	0
99133	Tfr from EMR Splash Park	0	0	-90,097	0	0	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	258,604	2,446,884	2,625,012	326,419	0	0
	Movement to/(from) Gen Reserve	(152,104)	(145,458)	(258,604)	(46,884)	(225,012)	(326,419)		
111	Services to Others								
1805	Income -Materials Fleet Meadow	0	293	0	98	98	200	0	0
1806	Income -Labour Fleet Meadow	0	1,860	0	4,362	2,500	2,500	0	0
1807	Income - Courses	0	1,225	0	0	0	0	0	0
	Total Income	0	3,378	0	4,461	2,598	2,700	0	0
1866	Materials - Fleet Meadow	0	178	0	33	200	200	0	0
	Overhead Expenditure	0	178	0	33	200	200	0	0
	Movement to/(from) Gen Reserve	0	3,200	0	4,428	2,398	2,500		
120	Other Costs & Income								
1176	Precept	1,241,562	1,241,562	1,331,855	1,331,855	1,331,855	1,470,433	0	0
1196	Interest Received	300	15,403	5,000	58,759	40,000	20,000	0	0
	Total Income	1,241,862	1,256,965	1,336,855	1,390,614	1,371,855	1,490,433	0	0

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Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>1,241,862</u>	<u>1,256,965</u>	<u>1,336,855</u>	<u>1,390,614</u>	<u>1,371,855</u>		<u>1,490,433</u>		
201 Arts & Grants-Empowered									
1195 Miscellaneous Income	0	0	0	85	0	0	0	0	0
9041 Summer Fayre - Income	0	0	0	100	100	0	0	0	0
Total Income	0	0	0	185	100	0	0	0	0
2165 Remembrance Parade & Service	4,000	3,065	4,000	1,503	4,000	0	4,000	0	0
2187 Summer Fayre	4,000	2,450	4,000	8,726	8,726	0	2,000	0	0
3188 Grant Aid Fund	45,000	43,240	45,000	44,484	45,000	0	47,000	0	0
99039 Tfr to EMR Summer Fayre	0	12,550	0	100	0	0	0	0	0
99139 Tfr from EMR Summer Fayre	0	0	0	-8,726	-4,626	0	0	0	0
Overhead Expenditure	53,000	61,305	53,000	46,088	53,100	0	53,000	0	0
Movement to/(from) Gen Reserve	<u>(53,000)</u>	<u>(61,305)</u>	<u>(53,000)</u>	<u>(45,903)</u>	<u>(53,000)</u>		<u>(53,000)</u>		
301 External Works-Central Costs									
3101 Salaries - Works	194,329	183,900	232,000	230,337	227,699	0	251,158	0	0
3102 Salaries - Works Er's NI	16,914	16,994	16,800	20,239	20,994	0	22,363	0	0
3103 Salaries - Works Er's Superann	38,479	36,469	36,100	49,647	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	1,434	1,600	0	1,500	0	0
3120 Protective Clothing	2,575	1,318	2,000	1,915	2,000	0	2,000	0	0
3124 Telephone-Works	1,500	0	1,000	0	1,000	0	0	0	0

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Didcot Town Council
Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
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	6,316	6,000	0	6,000	0	0
3144 Equipment & Small Tools	0	0	0	72	14	0	0	0	0
3145 Machinery Costs	10,000	3,307	10,000	4,816	7,500	0	32,000	0	0
3154 Maintenance	546	3,668	2,000	2,165	2,000	0	0	0	0
9034 Ford Ranger Pick Up	3,863	3,229	3,863	907	4,210	0	0	0	0
9039 Ransomes HR300 Rotary	5,110	6,332	5,110	3,507	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	5,194	5,200	0	0	0	0
9063 ALKE ATX 340 ED	0	3,552	1,000	2,701	2,000	0	0	0	0
9064 Ford Transit 350 - HW70NPK	0	0	0	1,090	0	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	334,943	368,911	0	372,471	0	0
Movement to/(from) Gen Reserve	(289,168)	(281,537)	(327,725)	(334,943)	(368,911)		(372,471)		
302 Allotments									
3282 Allotment Rents	12,500	13,327	14,500	22,618	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	23,618	16,500	0	15,500	0	0
3151 Water Charges	2,500	4,037	2,500	2,065	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

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Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
3244 Allotment Maintenance	2,000	3,694	4,000	3,094	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	6,959	8,650	0	8,850	0	0
Movement to/(from) Gen Reserve	7,650	4,082	7,650	16,659	7,850		6,650		
303 Cemetery									
3383 Cemetery Fees	17,000	18,070	18,000	25,249	18,000	0	18,000	0	0
Total Income	17,000	18,070	18,000	25,249	18,000	0	18,000	0	0
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	6,200	1,454	1,600	4,172	5,810	0	7,950	0	0
Movement to/(from) Gen Reserve	10,800	16,616	16,400	21,077	12,190		10,050		
304 Edmonds Park									
3151 Water Charges	1,200	148	1,200	793	1,200	0	1,200	0	0
3152 Electricity	1,800	972	1,800	6,776	1,800	0	1,800	0	0
3154 Maintenance	10,000	11,087	10,000	8,772	10,000	0	10,000	0	0
3155 Security	4,000	5,878	6,000	845	6,000	0	6,000	0	0
3170 Waste Recycling	9,500	8,252	9,500	7,726	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

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Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Overhead Expenditure	26,500	37,491	28,500	24,912	28,500	0	28,500	0	0
Movement to/(from) Gen Reserve	(26,500)	(37,491)	(28,500)	(24,912)	(28,500)		(28,500)		
305 Ladygrove Park									
3183 Lady Grove Park Income	2,000	4,602	3,000	400	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
Total Income	2,300	8,031	6,000	2,588	5,500	0	5,500	0	0
3152 Electricity	0	0	0	-43	0	0	0	0	0
3154 Maintenance	5,000	7,563	7,000	7,252	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	8,088	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	10,168	9,872	0	12,000	0	0
Movement to/(from) Gen Reserve	(2,700)	(9,394)	(1,000)	(7,580)	(4,372)		(6,500)		
306 Loyd Park									
1195 Miscellaneous Income	0	10	0	0	0	0	0	0	0
Total Income	0	10	0	0	0	0	0	0	0
3151 Water Charges	80	-314	550	-1,289	550	0	500	0	0
3152 Electricity	200	462	350	423	350	0	150	0	0

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7-9

Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
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	-194	1,496	0	650	0	0
Movement to/(from) Gen Reserve	<u>(280)</u>	<u>(2,193)</u>	<u>(900)</u>	<u>194</u>	<u>(1,496)</u>		<u>(650)</u>		
308 Other Parks & Recreation Areas									
3179 Carbon Return Income	0	0	0	2	2	0	0	0	0
Total Income	0	0	0	2	2	0	0	0	0
3154 Maintenance	5,500	22,729	5,500	3,100	5,500	0	8,000	0	0
3166 Millennium Wood Upkeep	3,000	514	3,000	2,985	2,985	0	4,000	0	0
99134 Tfr from EMR Community Project	0	-3,695	0	0	0	0	0	0	0
Overhead Expenditure	8,500	19,548	8,500	6,085	8,485	0	12,000	0	0
Movement to/(from) Gen Reserve	<u>(8,500)</u>	<u>(19,548)</u>	<u>(8,500)</u>	<u>(6,083)</u>	<u>(8,483)</u>		<u>(12,000)</u>		
309 Play Areas									
3149 Bark Top-up	3,000	2,084	3,000	1,033	1,033	0	4,000	0	0
3153 Play Equipment Maintenance	15,000	29,357	25,000	28,898	25,000	0	30,000	0	0
99128 Tfr from EMR Cil	0	-7,132	0	0	0	0	0	0	0
99134 Tfr from EMR Community Project	0	-3,287	0	0	0	0	0	0	0
99138 Tfr from EMR Play Areas	0	-11,647	0	0	0	0	0	0	0
Overhead Expenditure	18,000	9,374	28,000	29,931	26,033	0	34,000	0	0

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Didcot Town Council
Annual Budget - By Centre (Actual YTD Month 12)
Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>(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	4,160	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
Total Income	<u>28,131</u>	<u>16,130</u>	<u>18,050</u>	<u>28,170</u>	<u>17,330</u>	<u>0</u>	<u>17,050</u>	<u>0</u>	<u>0</u>
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	5,481	5,311	0	6,000	0	0
3157 Dog Fouling Clean-up Service	1,350	2,912	3,100	3,016	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	3,649	8,000	0	8,000	0	0
3168 Street Furniture Maintenance	3,000	2,147	3,000	3,390	4,000	0	5,000	0	0
99134 Tfr from EMR Community Project	0	0	0	-7,000	-7,000	0	0	0	0
99135 Tfr from EMR Bus Shelter/Street	0	-815	0	0	0	0	0	0	0
Overhead Expenditure	<u>55,507</u>	<u>58,606</u>	<u>33,600</u>	<u>21,811</u>	<u>31,911</u>	<u>0</u>	<u>40,700</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(27,376)</u>	<u>(42,476)</u>	<u>(15,550)</u>	<u>6,359</u>	<u>(14,581)</u>		<u>(23,650)</u>		
325 Projects									
32587 CIL Income	6,000	12,097	0	4,461	4,461	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
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
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	30,000	43,278	55,000	44,033	55,000	0	60,000	0	0
1000 Main Hall						0			

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Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1001 Northbourne Room	5,000	11,482	12,000	12,534	14,000	0	14,000	0	0
1002 Ladygrove Room	20,000	27,277	25,000	29,683	31,500	0	30,000	0	0
1003 All Saints Room	8,000	9,133	10,000	10,561	10,000	0	12,000	0	0
1004 Park Room	8,000	6,616	8,000	6,067	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	9,976	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	2,903	3,072	0	1,000	0	0
Total Income	73,000	101,495	113,000	117,636	131,597	0	127,500	0	0
3155 Security	0	0	0	1,110	650	0	800	0	0
4001 Salaries - Civic Hall	73,200	168,000	48,000	69,069	59,550	0	42,909	0	0
4002 Salaries - Civic Hall Er's Ni	7,750	10,141	0	3,158	2,372	0	932	0	0
4003 Salaries - C. Hall Er's Superan	21,000	27,383	0	12,499	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	27,283	30,000	0	30,000	0	0
4015 Cleaning and Hygiene	25,000	27,919	30,000	26,359	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	3,923	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	1,593	10,000	0	1,000	0	0
4043 Repairs and Maintenance	15,000	37,021	10,000	36,290	35,000	0	30,000	0	0

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Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4044 Maintenance Contracts	15,000	13,769	15,000	19,624	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	2,128	1,800	0	2,000	0	0
4054 NDR	45,000	44,800	50,000	-12,096	-12,906	0	11,000	0	0
4099 Bad Debt Write Off	0	0	0	660	0	0	0	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
99154 Tfr from EMR Rolling Budgets	0	-5,145	0	0	0	0	0	0	0
Overhead Expenditure	263,250	375,363	230,300	169,526	180,235	0	198,663	0	0
Movement to/(from) Gen Reserve	(190,250)	(273,868)	(117,300)	(51,890)	(48,638)		(71,163)		
402 C H Bar									
1050 Bar Sales	12,000	18,859	15,000	20,769	20,000	0	15,000	0	0
Total Income	12,000	18,859	15,000	20,769	20,000	0	15,000	0	0
3000 Bar Purchases	8,000	8,720	7,500	11,592	10,000	0	7,500	0	0
3010 Salaries - Bar Staff	1,500	0	0	0	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	1,772	2,500	0	3,000	0	0
Overhead Expenditure	10,000	11,369	11,000	13,689	14,009	0	11,000	0	0
Movement to/(from) Gen Reserve	2,000	7,490	4,000	7,079	5,991		4,000		

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Annual Budget - By Centre (Actual YTD Month 12)

Note: Draft Budget Report

	2022/23		2023/24			2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
403 <u>CH Catering</u>									
1075 Food and Beverage Income	5,000	3,802	3,000	12,623	8,000	0	8,000	0	0
1100 Catering Income - Food	0	8,767	6,000	10,698	8,000	0	8,000	0	0
Total Income	5,000	12,569	9,000	23,321	16,000	0	16,000	0	0
3100 Food and Beverage Costs	0	4,432	4,500	4,623	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	0	5,224	7,000	6,019	9,000	0	9,000	0	0
Movement to/(from) Gen Reserve	5,000	7,345	2,000	17,303	7,000		7,000		
955 <u>Earmarked Reserves</u>									
90001 VAT Payment	6,000	0	0	0	0	0	0	0	0
99150 Trf from EMR VAT Contingency	0	-120,972	0	0	0	0	0	0	0
Overhead Expenditure	6,000	-120,972	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(6,000)	120,972	0	0	0		0		
Total Budget Income	1,437,793	1,567,929	1,596,405	4,139,347	4,085,797	0	1,779,683	0	0
Expenditure	1,412,970	1,718,362	1,592,905	3,690,238	4,006,080	0	1,781,683	0	0
Movement to/(from) Gen Reserve	24,823	(150,433)	3,500	449,109	79,717		(2,000)		

7-15



Mrs Janet Wheeler
Clerk to Didcot Town Council
Council Offices,
Britwell Road,
Didcot,
Oxfordshire
OX11 7HN

15th February 2024

Dear Janet

Second Interim Internal Audit Report & Invoice: 2023-24

Please accept and pass on my thanks for the courtesy and attention afforded me during my recent interim review.

I am pleased to attach the resultant draft report and trust that I have not misrepresented any of the report's content: should I have done so, please let me know, so that I may make any necessary amendments prior to the report's presentation to Council.

May I also remind you that the Practitioners' Guide requires that our internal audit report is presented to the Council and I would appreciate your written confirmation of compliance in this respect.

Might I also ask that you acknowledge safe receipt of this e-mail together with the attached report.

Anne will forward the invoice in due course.

Kind regards

Chris Hackett

Didcot Town Council

Internal Audit Report (Second interim) 2023/24

Chris Hackett

*Consultant Auditor, for and on behalf of
Auditing Solutions Ltd*

Background

Statute requires all town and parish councils to arrange for an independent Internal Audit (IA) examination of their accounting records and systems of internal control and for the conclusions to be reported each year in the Annual Governance and Accountability Return (AGAR).

This report sets out the work undertaken in relation to our second visit for the 2023/24 financial year which was took place on the 14th February 2024. It does not repeat the findings in our report from our first visit in October, but a consolidated report will be issued after our final review for the year scheduled for the summer.

We wish to thank the Clerk, her staff and DCK Accounting (the Council's contract accountants) for assisting the process, providing all necessary documentation to facilitate our work.

Internal Audit Approach

In undertaking our review, we have again had regard to the materiality of transactions and their susceptibility to potential mis-recording or misrepresentation in the year-end Statement of Accounts / AGAR. Our programme of cover is designed to afford assurance that the Council's financial systems remain robust and operate in a manner to ensure effective probity of transactions and to afford a reasonable probability of identifying any material errors or possible abuse of the Council's own and the national statutory regulatory framework. The programme is also designed to facilitate our completion of the 'Internal Audit Certificate' in the Council's AGAR, which requires independent assurance over specified internal control objectives.

Overall Conclusion

We are pleased to advise that, based on the work undertaken to date, the Council continues to maintain adequate and effective internal control arrangements.

We request this report is presented to Members.

Detailed Report

Maintenance of Accounting Records & Bank Reconciliations

Officers maintain the Council's accounting records using the Rialtas Omega software with support from contract accountants DCK Accounting. Cash books are in use to record transactions on each operational bank and investment account.

Our objective here is to ensure that the accounting records are being maintained accurately and currently and that no anomalous entries appear in cashbooks or financial ledgers. We have consequently:

- Verified that the financial ledger remained "in balance" as at the time of our visit, based on the backup provided, specifically we confirmed the trial balance agreed to the nominal ledger, the main accounting record in Rialtas;
- Discussed arrangements for backing up the Rialtas Ledger, which is done monthly by DCK;
- Verified the reconciliations on cash book one, Unity Trust current account, at 30th November and 31st December 2023 and agreed the movements in December between the bank statements and the cash book;
- For cash book four, the Civic Hall current account at the Unity Trust bank, similarly agreed the reconciliation at 30th November and 31st December 2023 and agreed the movements in December between cash book and the Unity Trust statements;
- Verified the reconciliation on cash book five, the CCLA Account, at 31st October, 30th November and 31st December 2023 between Rialtas and the CCLA statements and agreed the receipt of interest and the fund transfers to cash book one in November and December to the cash book from the CCLA statements; and
- Agreed the reconciliation on the credit card cash book at 31st December 2023 between the card statement and the cash book.

Conclusions

We are pleased to record that no issues arise in this area currently. The Chair of the Finance and General Purposes Committee has recently signed the bank reconciliations. The accounts are in balance with regular reconciliations being completed with no aged or anomalous adjusting entries in the reconciliations.

At our final review stage, we will agree the cash balances reported in the AGAR to the third-party statements.

Review of Corporate Governance & Regulatory Framework

Our objective here is to ensure that the Council has a robust regulatory framework in place, that Council and Committee meetings are conducted in accordance with the adopted Standing Orders (SOs) and that, as far as we are reasonably able to ascertain as we do not attend meetings, no actions of a potentially

unlawful nature have been or are being considered for implementation, although it is for the Council to seek legal advice where it feels necessary.

We have continued our review of Council and Committee minutes as posted on the Council website with no matters arising.

Conclusion

The Council is maintaining its governance arrangements.

Review of Expenditure & VAT

Our aim here is to ensure that:

- Council resources are released in accordance with the approved procedures and budgets;
- Payments are appropriately supported, either in the form of an original trade invoice or other appropriate form of document confirming the payment as due and/or an acknowledgement of receipt, where no other form of invoice is available;
- All discounts due on goods and services supplied are identified and appropriate action taken to secure the discount;
- An official order has been raised on each occasion when one would be expected;
- The correct expense codes have been applied to invoices when processed; and
- VAT has been appropriately identified and coded to the control account for periodic recovery.

We discussed with officers the controls over the processing of payments at our first visit. At this stage we have extended our audit testing of a sample of cash book transactions. Our sample stands now at 94 payments across the Current Account, Civic Hall and Credit Card cash books. Our test sample includes all payments greater than £3,000 plus a more random sample of every 30th payment and totals £2,695,122 equating to 70% by value of non-pay related payments processed to 31st January 2024. We are pleased to record that supporting information was provided for all items sampled.

We note that VAT reclaims for the Council are prepared and submitted to HMRC for repayment routinely at the close of each month during the course of the financial year. We have test checked the return for months seven and eight confirming receipt of funds into the current account cash book. We note the Council reviewed recently its de-minimis calculation.

Conclusions

No issues arise in the area to date requiring formal recommendations. At our final review we will consider overall expenditure for the year and extend our testing as necessary.

Assessment and Management of Risk

Our aim here is to ensure that the Council has put in place appropriate arrangements to identify all potential areas of risk of both a financial and health and safety nature, whilst also ensuring that appropriate arrangements exist to monitor and manage those risks in order to minimise the opportunity for their coming to fruition.

At this visit we reviewed the current insurance policy provided by Hiscox running from the 20th November 2023, cover includes:

- Buildings and contents;
- Business interruption loss of income cover of £600,000;
- Employer's liability cover of £10m;
- Public liability cover of £10m;
- Hirer liability cover of £5m; and
- Fidelity guarantee total cover of £1m.

We note there is a separate vehicle insurance policy provided to the Council through Country Wise.

Conclusion

No issues arise in this area currently warranting formal comment or recommendation. We will continue to monitor arrangements at our final visit.

Budgetary Control and Reserves

Our objective here is to ensure that the Council has a robust procedure in place for identifying and approving its future budgetary requirements and the level of precept to be drawn down from South Oxford District Council: also, that an effective reporting and monitoring process is in place. We also aim to ensure that the Council retains appropriate funds in general and earmarked reserves to finance its ongoing spending plans, whilst retaining appropriate sums to cover any unplanned expenditure that might arise.

We confirmed that the Finance and General Purposes Committee considered the draft 2024/25 budget and precept at their November and December 2023 meetings. Members were provided with detailed information including, projections of income and expenditure for the current year and proposals for the coming year, notes setting out assumptions, together with detail about reserve movements and the precept. DCK supported the process. Full Council approved the budget and precept at their meeting in January 2024 setting the latter at £1,470,433.

From our review of minutes and agenda papers we can see that Members of the Finance and General Purposes Committee receive detailed financial information including reports on debtors, detailed income and expenditure reports and balance sheets.

Conclusion

No issues arise in this area to date requiring formal recommendations. We will consider balances and reserves at our final review in the summer.

Review of Income

Our objective in this area is to ensure that the Council identifies all income to which it is entitled and has appropriate arrangements in place to ensure its prompt recovery. The Council receives income from a variety of sources including the annual precept; Civic Hall hire and bar / catering income; interment and associated cemetery fees; allotments; Section 106 and CIL moneys; bank interest and other miscellaneous sources. We tested income at our initial visit, we have extended our work at this stage as follows, specifically we:

- Confirmed that the Council continues to keep its fees and charges under review;
- Reviewed Civic Hall Lettings. We selected a sample of five bookings for October 2023 confirming the usage had been invoiced at the correct rate with the income recorded in the Rialtas Ledger. Officers were unable to locate 4 of the booking agreements in respect of our five sample lettings;
- Reviewed the arrangements for running the bar. There are two tills which are emptied every night with the floats locked in a safe in the cellar. Users have a log in PIN when signing in to the tills. The alcohol licence been updated recently listing all those licensed to sell alcohol. At the end of each shift a cashing up sheet is prepared, the 'z' reading from the till is run and card payments deducted to calculate the expected cash and to identify any possible overs and unders. The cash sheets are signed by two staff. The manager does the banking's and passes the sheets to DCK who check the income to the bank. We reviewed the cash sheets to ensure they were being completed and signed. Stock takes can be done using the EPOS system, this can be used to prepare trading accounts which is useful for identifying expected stock usage in relation to income. A stock take was underway at the time of our visit, although this was the first for some years;
- Tested cemetery income. We selected three interments from the Burial Account Book confirming a certificate for burial or cremation was on file and that the fee charged agreed to the schedule of rates and that the income was recorded in the Rialtas Ledger; and
- Review the unpaid invoices report in Rialtas.

Conclusions and recommendations

The Council has systems for collecting income and there are no material old unpaid invoices.

Keeping booking agreements up to date is an ongoing challenge, (in common with a number of Councils). The Council may find it helpful to get regular hirer's to simply sign one annual booking agreement for the year confirming their acceptance of the terms and conditions and that they hold insurance. Changes to the detail of usage might be recorded via email from the hirer and attached to the booking agreement.

The Council has arrangements for managing the bar, but they could be strengthened through regular stock takes supplemented by trading accounts.

R1 The Council should continue to seek up to date booking agreements, although might find it helpful to review the approach retaining an annual overall agreement.

R2 The Council should implement six monthly stock takes and prepare bar trading accounts.

Recommendation	Response
Review of Income	
R1	The Council should continue to seek up to date booking agreements, although might find it helpful to review the approach retaining an annual overall agreement.
R2	The Council should implement six monthly stock takes and prepare bar trading accounts.

ITEM 9 - EDMONDS PARK
 PAVILLION - TRACKER -
 FINAL PAYMENT LESS
 RETAINED 2.5%

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	
20/02/24 LIFE invoice LBS205/9C (split into two payments) pending		£123,742.80	£103,119.00	£20,623.80	
21/02/24 LIFE invoice LBS205/9C (split into two payments) pending		£123,742.80	£103,119.00	£20,623.80	
21/02/24 RIDGE professional fees (10) Invoice 260194 pending		£15,647.80	£13,039.83	£2,607.97	
LIFE invoice LBS205/10C pending		£122,415.60	£102,013.00	£20,402.60	
RIDGE professional fees (11) Invoice 262772 pending		£2,052.00	£1,710.00	£342.00	
TOTALS SO FAR	2,399,160.00	2,666,511.80	2,154,726.47	430,945.33	

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Finance and General Purposes Committee

25th March 2024



Report Author: Lucy Blake

Approved Signatories for funding agreements

Introduction

1. This report asks the Committee to approve two Officers/Members to act as signatories to the acceptance of third-party funding agreements with the District Council on all s106 applications and agreements.

Background

2. Didcot Town Council can apply for s106 monies from the District Council for projects within the town, provided they are specified in the agreement.
3. Where an application for s106 funds is in excess of £20,000, minutes from a Council meeting will need to be provided as evidence that the relevant Officer/Member has approval to act as a signatory.

Legal Implications

4. Didcot Town Council has a legal duty to adhere to any legal agreement they enter.

Financial Implications

5. The Town Council will not be able to accept the funds if the application was successful, should the signatories not be approved by Committee.

Recommendation

6. The Committee should consider what two people should act as signatories for these agreements. This can be two Officers, two Councillors, or one Councillor and one Officer.

FINANCE AND GENERAL PURPOSES COMMITTEE – PROGRESS REPORT

Agenda item 11

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
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
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	Spoken to Police who recommended security – which we are already doing.
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.	No progress on the build – we have chased them for an up-date