

# Public Document Pack

## Witney Town Council

**Mrs Sharon Groth FSLCC fCMgr**  
**Town Clerk**

**Cllr Duncan Enright**  
**Mayor of Witney**



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17 September 2019

To: Members of the Policy, Governance & Finance - *R Bolger, L Ashbourne, O Collins, L Duncan, D Enright, A D Harvey and R Smith (and all other Town Councillors for information)*

You are hereby summonsed to a Meeting of the **Policy, Governance & Finance** to be held in the Gallery Room, The Corn Exchange, Witney on **Monday, 23rd September, 2019 at 7.00 pm** for the transaction of the business stated below.

### RECORDING OF MEETINGS

Under the Openness of Local Government Bodies Regulations 2014 the council's public meetings may be recorded, which includes filming, audio-recording as well as photography. As a matter of courtesy, if you intend to record any part of the proceedings please let the Town Clerk or Democratic Services Officer know before the start of the meeting.

### AGENDA

*All Council Meetings are open to the public and press, unless otherwise stated.*

1. **Apologies for absence**

To consider apologies and reasons for absence.

*Committee Members who are unable to attend the meeting should notify the Democratic Services Officer ([nicky.cayley@witney-tc.gov.uk](mailto:nicky.cayley@witney-tc.gov.uk)) prior to the meeting, stating the reason for absence.*

2. **Declarations of Interest**

Members are reminded to declare any disclosable pecuniary interests in any of the items under consideration at this meeting in accordance with the Town Council's code of conduct

3. **Minutes** (Pages 3 - 8)

- a) To adopt and sign as a correct record the minutes of the Policy, Governance and Finance Committee meeting held on 15 July 2019 (enclosed)
- b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress on any item)

4. **Public Participation**

Members of the public are welcome to attend the meeting. Any member of the public who so wishes may speak, at this point in the meeting, for a maximum of five minutes on any matter relating to an item on the agenda

5. **Payment of Accounts** (Pages 9 - 34)

To receive and consider the schedule of accounts paid and bank reconciliations (enclosed)

6. **Financial Report** (Pages 35 - 58)

To receive and consider the report of the Town Clerk (to follow)

7. **Budget Parameters 2020/21**

To receive and consider the report of the Town Clerk (to follow)

8. **Grants & Subsidised Lettings**

To receive and consider the report of the Democratic Services Officer (enclosed)

9. **Minutes of the Twinning Committee AGM**

Deferred from Stronger Communities 16 September 2019 - To receive and consider the minutes of the meeting held on 4 September 2109 (enclosed)

10. **Exclusion of Press and Public**

To consider and if appropriate, to pass the following resolution:

That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted

11. **Property Matters**

To receive and consider the confidential report of the Town Clerk (to follow)

12. **Officer's Programme of Works** (Pages 59 - 60)

To receive and consider the report of the Town Clerk & Office Manager (enclosed)

**The Committee will adjourn for the meeting of the Personnel Sub-Committee**

13. **Staffing Matters**

To receive a verbal report from the meeting held earlier this evening, and agree any recommendations contained therein.



Town Clerk

**POLICY, GOVERNANCE AND FINANCE COMMITTEE MEETING OF**  
**WITNEY TOWN COUNCIL**

**Held on Monday 15 July 2019**

**At 7pm in the Council Chamber, Town Hall, Witney**

**Present:**

Councillor: R Bolger (Chair)

Councillors: J Aitman (sub L Ashbourne)      L Duncan  
D Enright      V Gwatkin  
A D Harvey

Officers: Mrs Sharon Groth - Town Clerk  
Mrs Nicky Cayley - Democratic Services Officer  
Mr Adam Clapton – Office Manager

Also present: 1 member of the public

**F343    APOLOGIES FOR ABSENCE**

Apologies for their absence were received from Cllrs Ashbourne, Collins and Smith.

**F344    DECLARATIONS OF INTEREST**

There were no declarations of interest in matters to be discussed at the meeting.

**F345    MINUTES**

- a)      **RESOLVED:**      to confirm the minutes of the meeting held on 17 June 2019 and the Special Meeting held on 26 June 2019 be signed by the Chairman.
- b)      **MATTERS ARISING:**      Min F265 – a member asked if there had been any resolution regarding Witney Feast. The Town Clerk replied that this was an ongoing situation with negotiations still taking place.

**F346    PUBLIC PARTICIPATION**

The Committee adjourned in line with standing order 45 to receive public participation from Mrs P Chirgwin on behalf of Volunteer Link Up.

**F347    GRANTS**

This item was taken next with the express permission of the Chair, in order that Mrs Chirgwin could listen to the debate on the grant application from Volunteer Link Up.

a) Grant Award Policy

The Committee received and considered the revised policy with changes made as requested at the previous Committee meeting. All members were happy that this was correct.

b) Discretionary Grant Applications

The Committee received and considered the report of the Democratic Services Officer and the grant applications.

The requests were: -

1. Joss Searchlight	£500	4100/407 to support delivery of Winter Wonderland
2. Volunteer Link Up	£125	4100/407 to cover one evening's hire of The Corn Exchange

Members discussed both requests and agreed that both were worthy causes. Winter wonderland delivered a great event to the community and Volunteer Link Up also delivered great benefit to local residents. All would be welcome to attend the AGM to be held on 17 September in the Corn Exchange.

**RECOMMENDED:**

1. that the revised grant policy as presented be agreed.

**RESOLVED:**

2. that the report and correspondence be noted;
3. that the following grants be made under the General Power of Competence:

Joss Searchlight	£500	to support delivery of Winter Wonderland
Volunteer Link Up	£125	to cover one evening's hire of The Corn Exchange for the AGM

4. that the organisations receiving funding be asked to acknowledge the Town Council's financial support within their publicity and literature;
5. that a report is sent to the Town Council illustrating how the grants have been spent by each organisation

F348 **PAYMENT OF ACCOUNTS**

The Committee received and considered the report of the Town Clerk as circulated with the agenda and the payment schedules from both the general and imprest accounts. This was a control measure and also to ensure that the Committee and Council did due diligence.

**RESOLVED:**

1. that the report be noted;
2. that the bank reconciliations and statements be noted;
3. that the following schedule of accounts be approved:



<b>Cheque No's</b>	<b>In the sum of:</b>	<b>Account</b>
Cheques 101108-110, DDRs and Standing Orders (May 2019)	£57, 429.35	General Cashbook 1
Cheques 32210 – 32243 and DDs (May 2019)	£75, 306.85	Imprest Cashbook 2

#### F349 **FINANCIAL REPORT**

The Committee received and considered the report of the Town Clerk, containing spending recommendations from the Halls and Green Spaces Committee.

##### **RECOMMENDED:**

1. that the report be noted;
2. that the recommendations as detailed in the report of the Town Clerk from the spending committees be agreed.

#### F350 **REVIEW OF COMMITTEE STRUCTURE/CALENDAR OF MEETINGS**

The Committee received and considered the report of the Office Manager. Whilst the number of Committees had been reduced from five to four, a lot of working parties had been agreed and Officers were trying to mitigate the circumstances for both officers and members. The Office Manager had tried to schedule in working parties rather than leaving them to be arranged ad hoc. He had also produced a draft calendar for the 2020-21 year reducing the cycles of meetings to four.

The Chair of Halls and Green Spaces Committee stated that she was very concerned about reducing the number of meetings of that Committee as the workload was heavy and things often needed quick decisions.

Another member commented that the Council may have to try it and review it at a later date.

Members discussed the issues and were worried that less meetings would mean longer meetings and that there might not be enough time to give due consideration to the democratic process. Suggestions made included use of agency staff and making reports shorter to just bullet points.

The Town Clerk suggested that now Committees had delegated powers, perhaps Full Council could meet less.

Members agreed that there was nothing that could be done this year as the calendar was already published, but accepted the suggested timings for working parties and sub committees.

However, Officers were requested to carry out further work on the draft calendar for next year to include five or six meetings for committees but reducing Full Council to four. This should be taken to Full Council on 29 July.

**RECOMMENDED:**

1. that the report is noted and;
2. that the Committee approves the amended calendar for the remainder of the municipal year 2019-20 – inserting sub-committees and working parties;
3. that Officers carry out further work to the proposed calendar for the municipal year 2020-21 to set the number of Committee meetings to five or six per annum and reduce Council to four;
4. that the Council agrees that unless where absolutely necessary, meetings should end after 2 hours per Standing Order 48(a);
5. that Sub-committee and Working Party meetings are scheduled during the day where possible;
6. that Sub-committee and Working Party meetings are held in the Town Hall Council Chamber where possible, subject to a Committee room becoming available in the downstairs building of the Town Hall;
7. that no Committee, Sub-committee or Working Party meetings be held before scheduled ones unless it is absolutely necessary because of urgency and the need to meet;
8. that potential bookings for dates and times at the Corn Exchange which would clash with committees are discussed between the Bookings Office and Town Hall; again subject to a Committee room becoming available in the downstairs building of the Town Hall;
9. that Planning & Development committee meetings be held in the Foyer of the Corn Exchange in order that the Committee Clerk is able to determine who is in the building at the end of the meeting and can then lock up, subject to agreement with the Chair of the Committee.

**F351 EXCLUSION OF PRESS AND PUBLIC**

**RESOLVED:** that in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, the public, including the press, be excluded from the meeting because of the confidential nature of the following business to be transacted.

**F352 PROPERTY MATTERS**

The Committee received a report which had been circulated to the previous Council from the Council's Property Agent and Solicitor concerning the Langdale Hall. The Town Clerk provided a verbal update on a recent meeting with the tenants and the Leader of the Council.

**RESOLVED:** that the report and the update be noted.

F353 **STAFFING MATTERS**

The Committee received and considered the confidential minutes of the Personnel Sub Committee held on 10 July 2019.

**RECOMMENDED:** that the report be noted and the recommendations contained therein approved.

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The meeting closed at 8.05pm

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Chair

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## Policy, Governance & Finance Committee

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**Date:** Monday 23 September 2019

**Title:** Payment of Accounts & Banking Arrangements

**Contact Officer:** Town Clerk/RFO – Sharon Groth

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### Background

The Council currently banks with Barclays Bank and runs three active accounts as follows:

**General Account** from which all cheques over £5,000 are raised, direct debits, standing orders, direct credits and into which cash deposits are made. This account can only be topped up by authorised request. Cheques for this account require two councillor signatures.

**Imprest Account** from which all cheques under £5,000 are raised. This account has an automatic sweep facility to keep the balance at £1,000. Cheques for this account are signed by the Town Clerk.

**Business Premium Account** is the account where the Council's reserves and precept is kept. It can only be accessed to move money into the other two accounts as already described.

The payment schedules and bank statements are brought to the Policy, Governance & Finance committee as part of the Council's due diligence.

#### 1. Bank Reconciliation and Bank Statements

Attached are bank reconciliations and associated bank statement to the end of August 2019.

#### 2. Payment of Accounts

Attached are the payment schedules for June, July, and August 2019.

**\*\*Members are requested to contact the Town Clerk ahead of the meeting if they require clarification on specific payments made in order that she can answer your query fully at the meeting\*\***

#### 3. Investment of surplus funds

The Town Clerk's report presented to the last meeting included details of the Council's investments with CCLA, as follows, however the recommendation wasn't not dealt with accordingly. Therefore Members are requested to formally make a recommendation to Council.

*Currently surplus funds are deposited with the CCLA – the Council has £1,034,890 in the deposit account which is instant access, and £60,469 in a property fund which although can be accessed readily in order to benefit from higher rates it is suggested this isn't touched for 3-5 years.*

*There is also approx. £1.4m in Barclays – it could be possible to move more of this over to CCLA deposit account in order to get a better rate of interest.*

*Members are also requested to formally agreed additional signatories on the CCLA account – currently only Cllrs Eaglestone, Enright, Harvey and King are authorised to sign – the Town Clerk would suggest that the members of this Committee are added to the mandate for CCLA.*

### **Recommendations**

Members are invited to note the report and bank reconciliations and

1. that the following schedule of payments be approved:

<b>Cheque No's</b>	<b>In the sum of:</b>	<b>Account</b>
Cheque 101111&2, DDRs and Standing Orders (June 2019)	£58,985.77	General Cashbook 1
Cheques 32244-32275 and DDs (June 2019)	£66,175.64	Imprest Cashbook 2
Cheque 101113, DDRs and Standing Orders (July 2019)	£50,527.41	General Cashbook 1
Cheques 32276-32333 and DDs (July 2019)	£70,038.63	Imprest Cashbook 2
DDRs and Standing Orders (August 2019)	£7,066.89	General Cashbook 1
Cheques 32334-32359 and DDs (August 2019)	£57,689.34	Imprest Cashbook 2

2. that additional funds are moved from Barclays Bank General Account to the CCLA Deposit Fund – at the discretion of the Town Clerk/RFO;
3. that Members of the Policy, Governance and Finance Committee be authorised signatories on the CCLA Accounts and that in particular two are named to act on behalf of the Council – in the absence of the Town Clerk, should the need arise.

**WITNEY TOWN COUNCIL**  
**BARCLAYS GENERAL A/C**  
**List of Payments made between 01/06/2019 and 30/06/2019**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
01/06/2019	Wodc Ctax Ndr - 30685600	Std Ord	£437.00	WODC - Rates Corn Exchange
01/06/2019	Wodc Ctax Ndr - 30421105	Std Ord	£295.00	WODC - Rates Burwell Hall
01/06/2019	Wodc Ctax Ndr - 30623704	Std Ord	£252.00	WODC - Rates Tower Hill
01/06/2019	Wodc Ctax Ndr - 90024629	Std Ord	£355.00	WODC - Rates Windrush Cemetery
01/06/2019	Wodc Ctax Ndr - 30903104	Std Ord	£786.00	WODC - Rates Town Hall
10/06/2019	Barclaycard Charges	DD	£55.76	Barclaycard Charges
10/06/2019	Fuel Card Services Ltd	DDa	£93.50	8244/Works fuel 30-31May
10/06/2019	Peninsula	DDb	£336.00	8337/HR agreement 501633
13/06/2019	BNP Paribas Lease Group (Renta	DDc	£796.46	8241/Copier lease 13Jun-12Sep
17/06/2019	Fuel Card Services Ltd	DDd	£64.21	8346/Works fuel 4Jun
17/06/2019	Castle Water Ltd	DDe	£69.96	8298/TW5080081380 1-31May
17/06/2019	Castle Water Ltd	DDf	£54.01	8077/TW5891383177 Mar19
17/06/2019	Castle Water Ltd	DDg	£47.06	8295/TW5997278328 1-31May
17/06/2019	Castle Water Ltd	DDh	£316.37	8297/TW8555135547 1-31May
17/06/2019	Peninsula	DDi	£550.00	8336/HR Agreement 517536
17/06/2019	Dual Energy Direct Ltd	DDj	£117.00	Purchase Ledger Payment
17/06/2019	Dual Energy Direct Ltd	DDk	£767.00	Purchase Ledger Payment
17/06/2019	Dual Energy Direct Ltd	DDl	£531.00	Purchase Ledger Payment
17/06/2019	Dual Energy Direct Ltd	DDm	£46.00	Purchase Ledger Payment
17/06/2019	Dual Energy Direct Ltd	DDn	£20.00	Purchase Ledger Payment
17/06/2019	Dual Energy Direct Ltd	DDo	£276.00	Purchase Ledger Payment
17/06/2019	Dual Energy Direct Ltd	DDp	£147.00	Purchase Ledger Payment
17/06/2019	Dual Energy Direct Ltd	DDq	£456.00	Purchase Ledger Payment
20/06/2019	Childcare Vouchers Limited	DDr	£1.06	8343/Childcare vouchers Jun19
24/06/2019	Crown Gas & Power	DDs	£72.59	8345/Gas ac038565 30Apr-31May
24/06/2019	Crown Gas & Power	DDt	£461.22	8344/Gas ac038566 30Apr-31May
25/06/2019	James Dunn Roofing Ltd	101111	£11,304.00	8263/Cricket Pav Roof Repairs
25/06/2019	Continental Landscapes Ltd	101112	£40,191.37	8256/Hexagonal planters x4
26/06/2019	SAGE (UK) LTD	DD	£87.20	Payroll software
<b>Total Payments</b>			<b>£58,985.77</b>	

**WITNEY TOWN COUNCIL**  
**BARCLAYS IMPREST A/C**  
**List of Payments made between 01/06/2019 and 30/06/2019**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
07/06/2019	DCK Accounting Solutions Ltd	32244	£1,782.54	8254/Contract accounts May19
07/06/2019	Blenheim Industrial Property L	32245	£191.31	8255/Water rechgs Apr19
07/06/2019	BARLOW AND SONS	32246	£34.32	8249/Treated timber posts
07/06/2019	ABINGDON AND WITNEY	32247	£310.00	8311/College Hire-Guideposts
07/06/2019	COPY RIGHT SYSTEMS LTD	32248	£286.77	8252/Printer 8605224 - Colour
07/06/2019	GSWindow Cleaning	32249	£121.00	8261/Window cleaning May19
07/06/2019	Hanman S.P.L.I.T. Ltd	32250	£234.00	8262/Memorial plaque-Aerodrome
07/06/2019	Jewson Limited	32251	£279.84	8264/Mastercrete-Raleigh Cres
07/06/2019	MARGARET L. JOHNSON LTD.	32252	£94.76	8266/Stationery
07/06/2019	M & M SKIP HIRE LTD	32253	£390.00	8267/Mixed waste skip hire
07/06/2019	Midori Pools and Gardens Ltd	32254	£3,866.40	8312/Replace ODE & Solenoids
07/06/2019	Richard Moller	32255	£150.00	8269/Richard Moller RES10870
07/06/2019	OXFORDSHIRE ASSOC.OF	32256	£686.00	8274/Publications/Training
07/06/2019	OCVA	32257	£5.00	8270/RON event 11Jun
07/06/2019	R & J Richards	32258	£50.00	8276/J & R Richards RES10634
07/06/2019	F Rodden	32259	£100.00	8275/Fiona Rodden RES10993
07/06/2019	Royal Mail Group Ltd	32260	£35.84	8277/Response svcs 13Apr-4May
07/06/2019	Trade UK	32261	£279.60	8278/Anti-slip tape
07/06/2019	Seldram Supplies Oxford Ltd	32262	£492.20	8282/Cleaning materials
07/06/2019	BRADY CORPORATION LTD	32263	£50.87	8286/Electrical & Refuge signs
07/06/2019	South East Workwear Limited	32264	£446.81	8284/Ptective clothing
07/06/2019	THAMES SECURITY	32265	£108.00	8289/Alarm key holding
07/06/2019	A.K.TIMMS & SONS LTD	32266	£128.97	8287/Plain roof tiles
07/06/2019	Justyna Tomczyk	32267	£100.00	8290/Justyna Tomczyk RES10653
07/06/2019	TRIUMPH TECHNOLOGIES LTD	32268	£848.09	8314/IT Support Jul19
07/06/2019	WITNEY TROPHY CENTRE	32269	£18.00	8293/Boxed Pen for Mayor
07/06/2019	VIKING DIRECT	32270	£117.34	8291/Stationery
07/06/2019	Witney Signs	32271	£31.50	8292/Update Mayoral board
07/06/2019	WEST OXFORDSHIRE DISTRICT	32272	£26.59	8294/Dog bin emptying May19
11/06/2019	POST OFFICE LTD	32273	£260.00	8349/Road Tax EJ17YNK
14/06/2019	THE ROTARY CLUB OF WITNEY	32274	£50.00	8351/Presidents Event 22Jun19 Mayor
14/06/2019	Clark Holt Commercial Solicito	32275	£2,340.00	8341/Prof Fees-Burford Rd Dev
17/06/2019	Bacs HMRC/OCC	DD	£20,829.21	Bacs
25/06/2019	Barclays Charges 4Mar-2Jun	DR	£54.67	Barclays Charges 4Mar-2Jun
25/06/2019	STL Business Communications So	DD	£722.76	8377/STL May19- Phones
25/06/2019	Bacs Salaries June 2019	DD	£30,653.25	Bacs Salaries June 2019
<b>Total Payments</b>			<b>£66,175.64</b>	



**WITNEY TOWN COUNCIL**  
**BARCLAYS GENERAL A/C**  
**List of Payments made between 01/07/2019 and 31/07/2019**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
01/07/2019	Wodc Ctax Ndr - 30685600	Std Ord	£437.00	WODC - Rates Corn Exchange
01/07/2019	Wodc Ctax Ndr - 30421105	Std Ord	£295.00	WODC - Rates Burwell Hall
01/07/2019	Wodc Ctax Ndr - 30623704	Std Ord	£252.00	WODC - Rates Tower Hill
01/07/2019	Wodc Ctax Ndr - 90024629	Std Ord	£355.00	WODC - Rates Windrush Cemetery
01/07/2019	Wodc Ctax Ndr - 30903104	Std Ord	£786.00	WODC - Rates Town Hall
01/07/2019	Witney Town Hall Charity	Std Ord	£3,437.50	Rent Town Hall/Town House
01/07/2019	Fuel Card Services Ltd	DDa	£209.40	8347/Works fuel 19-20Jun
08/07/2019	Fuel Card Services Ltd	DDb	£6.00	8396/Works fuel 30Jun
08/07/2019	Peninsula	DDc	£336.00	8416/HR ageement 501633
10/07/2019	Barclays Charges Jun19	DD	£55.76	Barclays Charges Jun19
10/07/2019	Neopost	DD	£200.00	Neopost - Franking Mach Top Up
12/07/2019	BRITISH TELECOMMUNICATIONS	DDa	£1,390.59	Purchase Ledger Payment
15/07/2019	Dual Energy Direct Ltd	DDb	£117.00	Purchase Ledger Payment
15/07/2019	Dual Energy Direct Ltd	DDc	£767.00	Purchase Ledger Payment
15/07/2019	Dual Energy Direct Ltd	DDd	£531.00	Purchase Ledger Payment
15/07/2019	Dual Energy Direct Ltd	DDe	£46.00	Purchase Ledger Payment
15/07/2019	Dual Energy Direct Ltd	DDf	£20.00	Purchase Ledger Payment
15/07/2019	Dual Energy Direct Ltd	DDg	£276.00	Purchase Ledger Payment
15/07/2019	Dual Energy Direct Ltd	DDh	£147.00	Purchase Ledger Payment
15/07/2019	Dual Energy Direct Ltd	DDi	£456.00	Purchase Ledger Payment
16/07/2019	Peninsula	DDj	£550.00	8417/HR agreement 517536
17/07/2019	Castle Water Ltd	DDk	£67.70	8384/TW5080081380 1-30Jun
17/07/2019	Castle Water Ltd	DDl	£64.32	8379/TW5891383177 1-30Jun
17/07/2019	Castle Water Ltd	DDm	£45.55	8380/TW5997278328 1-30Jun
17/07/2019	Castle Water Ltd	DDn	£306.17	8378/TW8555135547 1-30Jun
22/07/2019	Fuel Card Services Ltd	DDo	£86.70	8415/Works fuel 12Jul
22/07/2019	Crown Gas & Power	DDp	£31.47	8412/Gas ac038565 31May-30Jun
22/07/2019	Crown Gas & Power	DDq	£81.08	8413/Gas ac038566 31May-30Jun
25/07/2019	Continental Landscapes Ltd	101113	£38,828.89	8401/Playground inspect Jun19
29/07/2019	SAGE (UK) LTD	DDr	£87.16	Payroll Software
29/07/2019	Fuel Card Services Ltd	DDs	£155.00	8451/Fuel/16-18 Jul
31/07/2019	Restore Datashred	DD	£103.12	8350/Confidential waste 25Jun
<b>Total Payments</b>			<b>£50,527.41</b>	

**WITNEY TOWN COUNCIL  
BARCLAYS IMPREST A/C**  
List of Payments made between 01/07/2019 and 31/07/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
03/07/2019	Alder King LLP	32276	£630.00	8322/Langdale consultant fees
03/07/2019	WITNEY TOWN BAND	32277	£1,000.00	8352/Grant minF267b
03/07/2019	DCK Accounting Solutions Ltd	32278	£492.42	8330/Accounts Assistance/7 Jun
03/07/2019	Brunel Engraving Company Limit	32279	£37.20	8328/Memorial Plaque-A Shurey
03/07/2019	Castle Water Ltd	32280	£158.54	8395/TW9178299421 Mar18-Apr19
03/07/2019	Continental Landscapes Ltd	32281	£377.76	8323/Cont/wicket prep 2019
03/07/2019	COPY RIGHT SYSTEMS LTD	32282	£200.80	8329/PrinterP/copying
<del>03/07/2019</del>	<del>Oz-Govantes</del>	<del>32283</del>	<del>£50.00</del>	<del>8353/Oz-Govantes RES14370</del>
03/07/2019	Havwoods Accessories Ltd	32284	£101.58	8331/Floor wax C Exchange
03/07/2019	Huck Nets	32285	£280.37	8326/Huck /Goal Net Supports
03/07/2019	Jewson Limited	32286	£222.00	8332/Concrete all sites
03/07/2019	M & M SKIP HIRE LTD	32287	£216.00	8334/Waste Skip at Leys
<del>03/07/2019</del>	<del>Neopost Finance Ltd</del>	<del>32288</del>	<del>£1,469.94</del>	<del>8348/Filestore 31Jul-30Oct</del>
03/07/2019	Justine Palfreyman	32289	£100.00	8385/J Palfreyman RES10619
03/07/2019	AirTanker Services Ltd	32290	£150.00	8355/Aittanker RES9500 Dec17
03/07/2019	Parker Bell Ltd	32291	£77.40	8335/Pat tester callobration
03/07/2019	Playsafety Ltd	32292	£394.00	8340/Playground Insp Course MW
03/07/2019	PRINT DESIGN FOCUS LTD	32293	£541.20	8339/In Bloom Banners
03/07/2019	AUDITING SOLUTIONS LTD	32294	£516.00	8327/Internal Audit 2018-19
03/07/2019	Trade UK	32295	£138.94	8356/Woodscrews
03/07/2019	COTSWOLD SECURITY SYSTEMS	32296	£1,465.50	8324/Cotswold/Langdale Alarm
03/07/2019	Seldram Supplies Oxford Ltd	32297	£743.13	8359/Cleaning materials
03/07/2019	SLCC Enterprises Ltd	32298	£162.00	8360/Leadership in Action-SG
03/07/2019	SMITH AND SONS LTD	32299	£383.24	8361/Limestone concrete ballas
03/07/2019	SOUTHERN ELECTRIC	32300	£315.98	8362/Ac611016268 24Dec-26Jun
03/07/2019	THAMES SECURITY	32301	£108.00	8363/Alarm key holding svc
03/07/2019	TRIUMPH TECHNOLOGIES LTD	32302	£857.09	8386/Broadband svcs Aug19
03/07/2019	VIKING DIRECT	32303	£452.95	8364/Stationery
<del>03/07/2019</del>	<del>WITNEY CARNIVAL</del>	<del>32304</del>	<del>£1,056.00</del>	<del>8369/Grant minF267b</del>
03/07/2019	Witney High Street Methodist C	32305	£500.00	8370/Grant
03/07/2019	THE WITNEY MOTOR CO.LTD.	32306	£238.68	8371/Door repairs OV09GNN
03/07/2019	WEST OXFORDSHIRE DISTRICT	32307	£386.59	8372/Premises licence Jun19-20
03/07/2019	Mr David Wright	32308	£300.00	8375/D Wright-Subsidized Hire
03/07/2019	Witney Woodland Volunteers	32309	£500.00	8376/Grant
<del>03/07/2019</del>	<del>Oz-Govantes</del>	<del>32283CANG</del>	<del>£50.00</del>	<del>Oz-Govantes</del>
<del>03/07/2019</del>	<del>Witney Carnival</del>	<del>32304CANG</del>	<del>£1,056.00</del>	<del>Witney Carnival</del>
<del>03/07/2019</del>	<del>Neopost Finance Ltd</del>	<del>32288CANG</del>	<del>£1,469.94</del>	<del>Neopost Finance Ltd</del>
10/07/2019	OXFORDSHIRE ASSOC.OF	32310	£584.00	8397/Chairmanship Skills 17Jul
18/07/2019	Bacs HMRC/OCC	DD	£19,248.15	Bacs
19/07/2019	GEORGE BROWNS LTD	32311	£719.93	8420/Tractor servicing
19/07/2019	Burwell Art Group	32312	£120.00	8400/Burwell Art Group Dep Rfn
19/07/2019	Janette Carlson	32313	£50.00	8421/Janette Carlson RES11509
19/07/2019	The Registrar of the Diocese	32314	£296.20	8422/St Marys Faculty Petition
19/07/2019	The Events Industry Forum Ltd	32315	£30.00	8429/Purple Guide subs 2019-20
19/07/2019	Oz Govantes	32316	£50.00	Purchase Ledger Payment
19/07/2019	GSWindow Cleaning	32317	£121.00	8423/Window cleaning Jul19
19/07/2019	INDUSTRIAL CALIBRATION	32318	£90.00	8424/PAT Tester calibration
19/07/2019	Kernahan Service	32319	£245.00	8425/Servicing EJ17YNK
19/07/2019	Libfest	32320	£1,000.00	8426/Lib Fest 2019 deposit rfn
19/07/2019	M & M SKIP HIRE LTD	32321	£216.00	8427/Mixed waste disposal 5Jul
19/07/2019	CASH	32322	£388.09	8419/Petrol for billygoat
19/07/2019	PRINT DESIGN FOCUS LTD	32323	£205.00	8428/Summer 2019 newsletters
19/07/2019	Trade UK	32324	£710.79	8406/Safety boots & specs
19/07/2019	Joss Searchlight	32325	£500.00	8435/Grant min F347
19/07/2019	Seldram Supplies Oxford Ltd	32326	£182.72	8436/Cleaning supplies
19/07/2019	Sherry Smith	32327	£50.00	8439/Sherry Smith RES11699
19/07/2019	A.K.TIMMS & SONS LTD	32328	£175.79	8409/Stopcock & descaler
19/07/2019	VIKING DIRECT	32329	£15.32	8410/Lilac coloured paper
19/07/2019	WITNEY CARNIVAL	32330	£1,000.00	8399/Grant min F267b
19/07/2019	West Oxfordshire Community Tra	32331	£67.00	8440/Bus hire 24Jun
19/07/2019	WEST OXFORDSHIRE DISTRICT	32332	£26.59	8441/Dog bin emptying Jul19
24/07/2019	STL Business Communications So	DD	£509.57	8418/Telecoms Jun19-773046
25/07/2019	Salaries July 2019	DD	£30,859.86	Salaries July 2019
29/07/2019	Neopost Finance Ltd	32333	£530.25	Franking Machine
<b>Total Payments</b>			<b>£70,038.63</b>	

**WITNEY TOWN COUNCIL**  
**BARCLAYS GENERAL A/C**  
**List of Payments made between 01/08/2019 and 31/08/2019**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
01/08/2019	Shire Leasing	Std Ord	£339.99	Final payment-Phone System
01/08/2019	Wodc Ctax Ndr - 30421105	Std Ord	£295.00	WODC - Rates Burwell Hall
01/08/2019	Wodc Ctax Ndr - 30623704	Std Ord	£252.00	WODC - Rates Tower Hill
01/08/2019	Wodc Ctax Ndr - 30685600	Std Ord	£437.00	WODC - Rates Corn Exchange
01/08/2019	Wodc Ctax Ndr - 30903104	Std Ord	£786.00	WODC - Rates Town Hall
01/08/2019	Wodc Ctax Ndr - 90024629	Std Ord	£355.00	WODC - Rates Windrush Cemetery
05/08/2019	BNP Paribas Lease Group (Renta	DDa	£209.63	8411/Copier lease 3Jun-2Nov
08/08/2019	Peninsula	DDb	£336.00	Hr Advisor
12/08/2019	Barclaycard Charges Jul19	DD	£55.76	Barclaycard Charges Jul19
12/08/2019	Fuel Card Services Ltd	DDc	£20.40	8504/Works fuel 31Jul
13/08/2019	Neopost	DD	£200.00	Neopost - Franking Mach Top-up
15/08/2019	Dual Energy Direct Ltd	DDd	£117.00	Purchase Ledger Payment
15/08/2019	Dual Energy Direct Ltd	DDe	£767.00	Purchase Ledger Payment
15/08/2019	Dual Energy Direct Ltd	DDf	£694.00	Purchase Ledger Payment
15/08/2019	Dual Energy Direct Ltd	DDg	£46.00	Purchase Ledger Payment
15/08/2019	Dual Energy Direct Ltd	DDh	£20.00	Purchase Ledger Payment
15/08/2019	Dual Energy Direct Ltd	DDi	£276.00	Purchase Ledger Payment
15/08/2019	Dual Energy Direct Ltd	DDj	£104.00	Purchase Ledger Payment
15/08/2019	Dual Energy Direct Ltd	DDk	£456.00	Purchase Ledger Payment
16/08/2019	Castle Water Ltd	DDl	£15.21	8481/TW2482548230 1-31Jul
16/08/2019	Castle Water Ltd	DDm	£56.03	8483/TW5080081380 1-31Jul
16/08/2019	Castle Water Ltd	DDn	£61.65	8484/TW5891383177 1-31Jul
16/08/2019	Castle Water Ltd	DDo	£316.37	8480/TW8555135547 1-31Jul
16/08/2019	Peninsula	DDp	£550.00	h&s Advisor
22/08/2019	Crown Gas & Power	DDq	£1.63	Charge up to 31/07/19
22/08/2019	Crown Gas & Power	DDr	£92.02	Charge up to 31/07/19
27/08/2019	SAGE (UK) LTD	DDs	£87.16	Payroll software
27/08/2019	Fuel Card Services Ltd	DDt	£68.48	Diesel 14.08.19
30/08/2019	Restore Datashred	DDu	£51.56	Restore/8460/July Waste
<b>Total Payments</b>			<b>£7,066.89</b>	

**WITNEY TOWN COUNCIL**  
**BARCLAYS IMPREST A/C**  
**List of Payments made between 01/08/2019 and 31/08/2019**

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
08/08/2019	DCK Accounting Solutions Ltd	32334	£961.14	8449/Book keeping/July 2019
08/08/2019	M Bennett	32335	£50.00	8495/Matt Bennett RES11374
08/08/2019	Blenheim Industrial Property L	32336	£310.64	8477/Water rechgs Jan-Apr19
08/08/2019	Tiffany Braggins	32337	£100.00	8496/Tiffany Braggins RES11134
08/08/2019	Castle Water Ltd	32338	£30.08	8476/TW9178299421 1May-30Jun
08/08/2019	COPY RIGHT SYSTEMS LTD	32339	£207.40	CRS/8455 photocopying July 19
08/08/2019	Elizabeth Howlett	32340	£830.60	8450/Howlett/GDPR Train 20 Jul
08/08/2019	Fenland Leisure Products Ltd	32341	£484.80	Fenland/8457/Annual Play Insp
08/08/2019	GB Sport & Leisure	32342	£78.00	8497/Cable puller
08/08/2019	A Hathaway	32343	£50.00	8498/A & C Hathaway RES11720
08/08/2019	Julie Holbrook	32344	£150.00	8503/J Holbrook DWP Dep Rfnd
08/08/2019	MARGARET L. JOHNSON LTD.	32345	£58.32	M Johnson/8456/Copy Paper
08/08/2019	PHS Group	32346	£684.77	PHS/8459/Weekly nappy collect
08/08/2019	Playsafety Ltd	32347	£739.80	ROSPA/8461/Annual Play Inspec
08/08/2019	Rialtas Business Solutions Ltd	32348	£348.00	RBS/8466/Cems support -5users
08/08/2019	Trade UK	32349	£357.92	8452/Trade UK/50% Blower
08/08/2019	Society of Local Council Clerk	32350	£84.00	8453/SLCC/Web access training
08/08/2019	Spartan Rangers FC	32351	£50.00	8500/Spartan Rangers RES11535
08/08/2019	Storacall Voice Systems Ltd	32352	£74.52	Storacall/8464/Meter reading
08/08/2019	Tech-Lec (Oxford) Services Ltd	32353	£566.40	8454/Tech-Lec/51 Market Sq
08/08/2019	THAMES SECURITY	32354	£108.00	TSM/8465/July key holding
08/08/2019	Tiddlywinks Mother & Toddler G	32355	£90.00	8501/Tiddlywinks Dep Refund
08/08/2019	Natalie Townsend	32356	£50.00	8505/Natalie Townsend RES11719
08/08/2019	TRIUMPH TECHNOLOGIES LTD	32357	£857.09	Triumph/8467/IT Support
08/08/2019	VIKING DIRECT	32358	£91.37	Viking/8475/Stationery
08/08/2019	Mrs C Wood	32359	£150.00	8502/C Wood Halkidiki Craft
16/08/2019	HMRC/OCC	DD	£19,359.43	HMRC PAYE/NI Jul19
23/08/2019	Salaries August 2019	DD	£30,094.98	Salaries August 2019
23/08/2019	STL Business Communications So	DD	£672.08	8555/Phone charges Jul19
<b>Total Payments</b>			<b>£57,689.34</b>	

## Bank Reconciliation Statement as at: 30/06/2019 for Cash Book 1 BARCLAYS GENERAL A/C

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS GENERAL A/C	30/06/2019	1	820,130.02
			<u>820,130.02</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
25/06/2019 101111 James Dunn Roofing Ltd		11,304.00	
25/06/2019 101112 Continental Landscapes Ltd		40,191.37	
			<u>51,495.37</u>
			768,634.65
<u>Receipts not Banked/Cleared (Plus)</u>			
28/06/2019		205.90	
			<u>205.90</u>
			768,840.55
	Balance per Cash Book is :-		768,840.55
	Difference is :-		0.00

WITNEY TOWN COUNCIL  
TOWN HALL  
WITNEY  
OXFORDSHIRE  
OX28 6AG



# Your Business Current Account

At a glance

26 Jun - 02 Jul 2019

Date	Description	Money out £	Money in £	Balance £
26 Jun	Start Balance			816,171.91
	DD Direct Debit to Sage UK Ltd Ref: B60345042/02	87.20		816,084.71
	Giro Direct Credit From West OX Payments Ref: 0		271.25	816,355.96
	Deposit Re 45Witney 101287		1,229.69	817,585.65
27 Jun	Giro Direct Credit From Oxon Comm CH Witne Ref: Burwell Hall Hire		144.37	817,730.02
	Giro Direct Credit From Dignity Funerals L Ref: 008932		980.00	818,710.02
28 Jun	Giro Direct Credit From BCard7888266260619		50.00	818,760.02
	Giro Direct Credit From Lifecarers Limited Ref: Lifecarers		280.00	819,040.02
	Giro Direct Credit From Tumble Tots North Ref: Tumble Tots		360.00	819,400.02
	Giro Direct Credit From A Beckinsale Ref: Beckinsale		515.00	819,915.02
	Direct Credit From Atsm Fmly Sup OX Ref: B3750 Training-Ata		80.00	819,995.02
	Direct Credit From Atsm Fmly Sup OX Ref: B3786 Training-Ata		135.00	820,130.02
1 Jul	DD Direct Debit to Fuel Card Services Ref: Shb303621	209.40		819,920.62

Start balance	£816,171.91
Money out	£5,859.10
► Commission charges	£0.00
► Interest paid	£0.00
Money in	£6,692.73
End balance	£817,005.54

Your deposit is eligible for protection  
by the Financial Services  
Compensation Scheme.

Continued

**Bank Reconciliation Statement as at 31/07/2019  
for Cashbook 1 - BARCLAYS GENERAL A/C**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS GENERAL A/C	31/07/2019	1	807,237.85
			<u>807,237.85</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
25/07/2019 101113 Continental Landscapes Ltd		38,828.89	
			<u>38,828.89</u>
			768,408.96
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			768,408.96
		Balance per Cash Book is :-	768,408.96
		Difference is :-	0.00



WITNEY TOWN COUNCIL  
TOWN HALL  
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# Your Business Current Account

At a glance

31 Jul - 06 Aug 2019

Date	Description	Money out £	Money in £	Balance £
31 Jul	Start Balance			802,342.02
	DD Direct Debit to Data Solution 2016 Ref: 4788117	103.12		802,238.90
	Giro Direct Credit From Lamit Property Fun Ref: 621000501		653.95	802,892.85
	Direct Credit From Peter Smih S Ltd F Ref: Smithp		4,300.00	807,192.85
	Direct Credit From Atsm Fmly Sup OX Ref: B3817 Training-Ata		45.00	807,237.85
1 Aug	DD Direct Debit to Shire Leasing PLC Ref: 0347281	339.99		806,897.86
	DD Direct Debit to Wox CT Ndr DD Ref: 30421105	295.00		806,602.86
	DD Direct Debit to Wox CT Ndr DD Ref: 30623704	252.00		806,350.86
	DD Direct Debit to Wox CT Ndr DD Ref: 30685600	437.00		805,913.86
	DD Direct Debit to Wox CT Ndr DD Ref: 30903104	786.00		805,127.86
	DD Direct Debit to Wox CT Ndr DD Ref: 90024629	355.00		804,772.86
	STO Standing Order From Lily's Attic Ltd Ref:- Rent		1,662.50	806,435.36
2 Aug	Giro Direct Credit From TT 1 Ref: Thera Trust (Cust		75.00	806,510.36
5 Aug	DD Direct Debit to BNP Paribas Leasin Ref: 20063555 U1357490	209.63		806,300.73
	Cheque Issued Ref: 101113	38,828.89		767,471.84

Start balance	£802,342.02
Money out	£41,606.63
► Commission charges	£0.00
► Interest paid	£0.00
Money in	£8,003.85
End balance	£768,739.24

Your deposit is eligible for protection  
by the Financial Services  
Compensation Scheme.

Continued

00574 01751 F1V1976A 9710199545 2 of 5



Bank Reconciliation Statement as at 31/08/2019  
for Cashbook 1 - BARCLAYS GENERAL A/C

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS GENERAL A/C	31/08/2019	1	771,520.46
			<u>771,520.46</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			771,520.46
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			771,520.46
		Balance per Cash Book is :-	771,520.46
		Difference is :-	0.00

WITNEY TOWN COUNCIL  
TOWN HALL  
WITNEY  
OXFORDSHIRE  
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# Your Business Current Account

## At a glance

28 Aug - 03 Sep 2019

Date	Description	Money out £	Money in £	Balance £
28 Aug	Start Balance			769,642.65
	Giro Direct Credit From The Midcounties Co Ref: The Midcounties Co		295.00	769,937.65
29 Aug	Giro Direct Credit From Oxon Comm CH Witne Ref: Burwell Hall Hire		84.37	770,022.02
30 Aug	DD Direct Debit to Data Solution 2016 Ref: 4788117	51.56		769,970.46
	Direct Credit From E Taylor and SW F Ref: Inv 17722/17723		1,550.00	771,520.46
2 Sep	DD Direct Debit to Wox CT Ndr DD Ref: 30421105	295.00		771,225.46
	DD Direct Debit to Wox CT Ndr DD Ref: 30623704	252.00		770,973.46
	DD Direct Debit to Wox CT Ndr DD Ref: 30685600	437.00		770,536.46
	DD Direct Debit to Wox CT Ndr DD Ref: 30903104	786.00		769,750.46
	DD Direct Debit to Wox CT Ndr DD Ref: 90024629	355.00		769,395.46
	STO Standing Order From Sandra Homewood FU Ref: Shf 17714		510.00	769,905.46
	STO Standing Order From Lily's Attic Ltd Ref: Rent		1,662.50	771,567.96
	Giro Direct Credit From H Toogood Ref: Burwell Hall Ostma		187.50	771,755.46

Start balance	£769,642.65
Money out	£2,176.56
Commission charges	£0.00
Interest paid	£0.00
Money in	£4,922.97
End balance	£772,389.06

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

Continued

00470 01667 F1V1281A 9710234210 2 of 5

## Bank Reconciliation Statement as at: 30/06/2019 for Cash Book 2 BARCLAYS IMPREST A/C

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS IMPREST A/C	30/06/2019	1	1,000.00
			<u>1,000.00</u>
<u>Unpresented Cheques (Minus)</u>	<u>Amount</u>		
08/04/2019 32153 Caterina Diepietro	25.00		
08/04/2019 32154 Becky Fleet	50.00		
26/04/2019 32192 Ben Horne	150.00		
26/04/2019 32196 Alycya Oldman	50.00		
07/06/2019 32248 COPY RIGHT SYSTEMS LTD	286.77		
07/06/2019 32255 Richard Moller	150.00		
07/06/2019 32256 OXFORDSHIRE ASSOC.OF LO	686.00		
07/06/2019 32259 F Rodden	100.00		
07/06/2019 32265 THAMES SECURITY MANAGEI	108.00		
14/06/2019 32274 THE ROTARY CLUB OF WITNE	50.00		
26/10/2018 31870 Natasha Gray	25.00		
20/11/2018 31922 Monica Loci	25.00		
18/12/2018 31979 Becky Fleet	25.00		
			<u>1,730.77</u>
			-730.77
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			-730.77
	Balance per Cash Book is :-		-730.77
	Difference is :-		0.00

WITNEY TOWN COUNCIL  
TOWN HALL  
WITNEY  
OXFORDSHIRE  
OX28 6AG



# Your Business Current Account

## At a glance

26 Jun - 02 Jul 2019

Date	Description	Money out £	Money in £	Balance £
26 Jun	Start Balance			1,000.00
	Cheque Issued Ref: 032245	191.31		808.69
	Cheque Issued Ref: 032253	390.00		418.69
	Giro Transfer From Account 70974641		581.31	1,000.00
28 Jun	Cheque Issued Ref: 032260	35.84		964.16
	Cheque Issued Ref: 032275	2,340.00		-1,375.84
	Giro Transfer From Account 70974641		2,375.84	1,000.00
1 Jul	Cheque Issued Ref: 032248	286.77		713.23
	Cheque Issued Ref: 032274	50.00		663.23
	Giro Transfer From Account 70974641		336.77	1,000.00
2 Jul	Balance carried forward			1,000.00
	Total Payments/Receipts	3,293.92	3,293.92	

Start balance	£1,000.00
Money out	£3,293.92
▼ Commission charges £0.00	
▼ Interest paid £0.00	
Money in	£3,293.92
End balance	£1,000.00

Your deposit is eligible for protection  
by the Financial Services  
Compensation Scheme.

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

**Bank Reconciliation Statement as at 31/07/2019  
for Cashbook 2 - BARCLAYS IMPREST A/C**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS IMPREST A/C	31/07/2019	1	1,000.00
			<hr/> 1,000.00

<u>Unpresented Cheques (Minus)</u>	<u>Amount</u>
26/10/2018 31870 Natasha Gray	25.00
20/11/2018 31922 Monica Loci	25.00
18/12/2018 31979 Becky Fleet	25.00
08/04/2019 32153 Caterina Diepietro	25.00
08/04/2019 32154 Becky Fleet	50.00
26/04/2019 32196 Alycya Oldman	50.00
07/06/2019 32255 Richard Moller	150.00
07/06/2019 32259 F Rodden	100.00
03/07/2019 32282 COPY RIGHT SYSTEMS LTD	200.80
03/07/2019 32284 Havwoods Accessories Ltd	101.58
03/07/2019 32285 Huck Nets	280.37
03/07/2019 32286 Jewson Limited	222.00
03/07/2019 32289 Justine Palfreyman	100.00
03/07/2019 32290 AirTanker Services Ltd	150.00
03/07/2019 32291 Parker Bell Ltd	77.40
03/07/2019 32294 AUDITING SOLUTIONS LTD	516.00
03/07/2019 32296 COTSWOLD SECURITY SYSTEMS LTD	1,465.50
03/07/2019 32297 Seldram Supplies Oxford Ltd	743.13
03/07/2019 32298 SLCC Enterprises Ltd	162.00
03/07/2019 32302 TRIUMPH TECHNOLOGIES LTD	857.09
03/07/2019 32305 Witney High Street Methodist C	500.00
03/07/2019 32306 THE WITNEY MOTOR CO.LTD.	238.68
19/07/2019 32311 GEORGE BROWNS LTD	719.93
19/07/2019 32312 Burwell Art Group	120.00
19/07/2019 32313 Janette Carlson	50.00
19/07/2019 32314 The Registrar of the Diocese	296.20
19/07/2019 32315 The Events Industry Forum Ltd	30.00
19/07/2019 32316 Oz Govantes	50.00
19/07/2019 32317 GSWindow Cleaning	121.00
19/07/2019 32318 INDUSTRIAL CALIBRATION LIMITED	90.00
19/07/2019 32321 M & M SKIP HIRE LTD	216.00
19/07/2019 32324 Trade UK	710.79
19/07/2019 32325 Joss Searchlight	500.00
19/07/2019 32326 Seldram Supplies Oxford Ltd	182.72
19/07/2019 32327 Sherry Smith	50.00
19/07/2019 32328 A.K.TIMMS & SONS LTD	175.79
19/07/2019 32329 VIKING DIRECT	15.32
19/07/2019 32330 WITNEY CARNIVAL	1,000.00
19/07/2019 32331 West Oxfordshire Community Tra	67.00
19/07/2019 32332 WEST OXFORDSHIRE DISTRICT COUN	26.59
29/07/2019 32333 Neopost Finance Ltd	530.25



WITNEY TOWN COUNCIL  
TOWN HALL  
WITNEY  
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# Your Business Current Account

## At a glance

### 31 Jul - 06 Aug 2019

Date	Description	Money out £	Money in £	Balance £
31 Jul	Start Balance			1,000.00
	Cheque Issued Ref: 032279	37.20		962.80
	Cheque Issued Ref: 032319	245.00		717.80
	Cheque Issued Ref: 032320	1,000.00		-282.20
	Cheque Issued Ref: 032323	205.00		-487.20
	Cheque Cashed at Barclays 032322	388.09		-875.29
	Giro Transfer From Account 70974641		1,875.29	1,000.00
1 Aug	Cheque Issued Ref: 032302	857.09		142.91
	Cheque Issued Ref: 032316	50.00		92.91
	Cheque Issued Ref: 032324	710.79		-617.88
	Cheque Issued Ref: 032325	500.00		-1,117.88
	Giro Transfer From Account 70974641		2,117.88	1,000.00
2 Aug	Cheque Issued Ref: 032259	100.00		900.00
	Cheque Issued Ref: 032286	222.00		678.00
	Cheque Issued Ref: 032298	162.00		516.00
	Cheque Issued Ref: 032306	238.68		277.32
	Cheque Issued Ref: 032311	719.93		-442.61

Start balance	£1,000.00
Money out	£9,869.79
► Commission charges	£0.00
► Interest paid	£0.00
Money in	£9,869.79
End balance	£1,000.00

Your deposit is eligible for protection  
by the Financial Services  
Compensation Scheme.

Continued

00574 01753 F1V1976A 9710199545 4 of 5

**Bank Reconciliation Statement as at 31/08/2019  
for Cashbook 2 - BARCLAYS IMPREST A/C**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS IMPREST A/C	31/08/2019	1	1,000.00
			<u>1,000.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
26/10/2018 31870	Natasha Gray	25.00	
20/11/2018 31922	Monica Loci	25.00	
18/12/2018 31979	Becky Fleet	25.00	
08/04/2019 32153	Caterina Diepietro	25.00	
08/04/2019 32154	Becky Fleet	50.00	
26/04/2019 32196	Alycya Oldman	50.00	
03/07/2019 32289	Justine Palfreyman	100.00	
03/07/2019 32290	AirTanker Services Ltd	150.00	
19/07/2019 32312	Burwell Art Group	120.00	
08/08/2019 32334	DCK Accounting Solutions Ltd	961.14	
08/08/2019 32335	M Bennett	50.00	
08/08/2019 32336	Blenheim Industrial Property L	310.64	
08/08/2019 32337	Tiffany Braggins	100.00	
08/08/2019 32338	Castle Water Ltd	30.08	
08/08/2019 32339	COPY RIGHT SYSTEMS LTD	207.40	
08/08/2019 32341	Fenland Leisure Products Ltd	484.80	
08/08/2019 32342	GB Sport & Leisure	78.00	
08/08/2019 32343	A Hathaway	50.00	
08/08/2019 32344	Julie Holbrook	150.00	
08/08/2019 32345	MARGARET L. JOHNSON LTD.	58.32	
08/08/2019 32346	PHS Group	684.77	
08/08/2019 32347	Playsafety Ltd	739.80	
08/08/2019 32349	Trade UK	357.92	
08/08/2019 32350	Society of Local Council Clerk	84.00	
08/08/2019 32351	Spartan Rangers FC	50.00	
08/08/2019 32352	Storacall Voice Systems Ltd	74.52	
08/08/2019 32353	Tech-Lec (Oxford) Services Ltd	566.40	
08/08/2019 32354	THAMES SECURITY MANAGEMENT LTD	108.00	
08/08/2019 32355	Tiddlywinks Mother & Toddler G	90.00	
08/08/2019 32356	Natalie Townsend	50.00	
08/08/2019 32357	TRIUMPH TECHNOLOGIES LTD	857.09	
08/08/2019 32358	VIKING DIRECT	91.37	
08/08/2019 32359	Mrs C Wood	150.00	
			<u>6,954.25</u>
			-5,954.25
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	

WITNEY TOWN COUNCIL  
TOWN HALL  
WITNEY  
OXFORDSHIRE  
OX28 6AG



# Your Business Current Account

## At a glance

28 Aug - 03 Sep 2019

Date	Description	Money out £	Money in £	Balance £
28 Aug	Start Balance			1,000.00
3 Sep	Cheque Issued Ref: 032343	50.00		950.00
	Cheque Issued Ref: 032346	684.77		265.23
	Cheque Issued Ref: 032351	50.00		215.23
	Transfer From Account 70974641		784.77	1,000.00
3 Sep	Balance carried forward			1,000.00
	Total Payments/Receipts	784.77	784.77	

Start balance	£1,000.00
Money out	£784.77
► Commission charges	£0.00
► Interest paid	£0.00
Money in	£784.77
End balance	£1,000.00

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

00470 01669 F1V1281A 9710234210 4 of 5



**Bank Reconciliation Statement as at: 30/06/2019 for Cash Book 3 BARCLAYS B P A**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS B P A	30/06/2019	1	616,488.39
			<u>616,488.39</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<u>0.00</u>
			616,488.39
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			616,488.39
		Balance per Cash Book is :-	616,488.39
		Difference is :-	0.00

**MG 001980 F1V1499A 709F305CG00058 39800 9410262590 A**
  
WITNEY TOWN COUNCIL  
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OXFORDSHIRE  
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# Your Business Premium Account

At a glance

26 Jun - 02 Jul 2019

Date	Description	Money out £	Money in £	Balance £
26 Jun	Start Balance			619,445.54
	Giro to 70974765 Automatic	581.31		618,864.23
28 Jun	Giro to 70974765 Automatic	2,375.84		616,488.39
1 Jul	Giro to 70974765 Automatic	336.77		616,151.62
2 Jul	Balance carried forward			616,151.62
	Total Payments/Receipts	3,293.92	0.00	

Start balance	£619,445.54
Money out	£3,293.92
Money in	£0.00
Gross interest earned	£0.00
End balance	£616,151.62

Your deposit is eligible for protection by the Financial Services Compensation Scheme.

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

Bank Reconciliation Statement as at 31/07/2019  
for Cashbook 3 - BARCLAYS B P A

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS B P A	31/07/2019	1	556,421.13
			<u>556,421.13</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			556,421.13
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			556,421.13
		Balance per Cash Book is :-	556,421.13
		Difference is :-	0.00

**MG 000466 F1V1976A 709F304GH00054 39800 9710199545 A**

WITNEY TOWN COUNCIL  
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OXFORDSHIRE  
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# Your Business Premium Account

At a glance

31 Jul - 06 Aug 2019

Date	Description	Money out £	Money in £	Balance £
31 Jul	Start Balance			558,296.42
	Giro to 70974765 Automatic	1,875.29		556,421.13
1 Aug	Giro to 70974765 Automatic	2,117.88		554,303.25
2 Aug	Giro to 70974765 Automatic	2,534.52		551,768.73
5 Aug	Giro to 70974765 Automatic	2,694.15		549,074.58
6 Aug	Giro to 70974765 Automatic	647.95		548,426.63
6 Aug	Balance carried forward			548,426.63
	Total Payments/Receipts	9,869.79	0.00	

Start balance	£558,296.42
Money out	£9,869.79
Money in	£0.00
Gross interest earned	£0.00
End balance	£548,426.63

Your deposit is eligible for protection  
by the Financial Services  
Compensation Scheme.

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

00466 01415 F1V1976A 709F304GH00054 39800 9710199545 1 of 2

Bank Reconciliation Statement as at 31/08/2019  
for Cashbook 3 - BARCLAYS B P A

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS B P A	31/08/2019	1	494,669.90
			<u>494,669.90</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			494,669.90
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			494,669.90
		Balance per Cash Book is :-	494,669.90
		Difference is :-	0.00

MG 000300 F1VI281A 709F305DI00076 39800 9710234210 A

WITNEY TOWN COUNCIL  
TOWN HALL  
WITNEY  
OXFORDSHIRE  
OX28 6AG


# Your Business Premium Account

At a glance

Date	Description	Money out £	Money in £	Balance £
28 Aug	Start Balance			494,669.90
2 Sep	% Interest Earned Gross For The Period 3 Jun - 1 Sep		443.10	495,113.00
3 Sep	Giro to 70974765 Automatic	784.77		494,328.23
3 Sep	Balance carried forward			494,328.23
	Total Payments/Receipts	784.77	443.10	

28 Aug - 03 Sep 2019

Start balance £494,669.90

Money out £784.77

Money in £443.10

► Gross interest earned £443.10

End balance £494,328.23

Your deposit is eligible for protection  
by the Financial Services  
Compensation Scheme.

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

18/09/2019

## WITNEY TOWN COUNCIL

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### Detailed Income & Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE & FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>Halls &amp; Green Spaces</b>								
<b>102 LANGDALE HALL</b>								
1008 LANGDALE HALL LETTING	(1,416)	0	17,000	17,000			0.0%	
1050 RENT RECEIVED	18,416	(18,416)	0	18,416			0.0%	
1052 EXPENSES RECOVERED	0	(875)	0	875			0.0%	
1058 WATER RECOVERED	0	0	880	880			0.0%	
1060 INSURANCE RECOVERED	0	0	600	600			0.0%	
LANGDALE HALL :- Income	<b>17,000</b>	<b>(19,291)</b>	<b>18,480</b>	<b>37,771</b>			<b>(104.4%)</b>	<b>0</b>
4012 WATER RATES	711	213	880	667		667	24.2%	
4021 TELEPHONE/FAX	619	227	0	(227)		(227)	0.0%	
4025 INSURANCE	508	523	600	77		77	87.1%	
4036 PROPERTY MAINTENANCE	666	121	500	379		379	24.1%	
4038 OTHER MAINTENANCE	445	1,681	500	(1,181)		(1,181)	336.3%	
4059 OTHER PROF FEES	1,422	533	1,000	467		467	53.3%	
4888 O/S STAFF RCHG	947	0	1,940	1,940		1,940	0.0%	
4890 O/S O'HEAD RCHG	292	0	356	356		356	0.0%	
4892 C/S STAFF RCHG	3,465	292	3,282	2,990		2,990	8.9%	
4893 C/S O'HEAD RCHG	2,178	0	2,670	2,670		2,670	0.0%	
LANGDALE HALL :- Indirect Expenditure	<b>11,252</b>	<b>3,588</b>	<b>11,728</b>	<b>8,140</b>	<b>0</b>	<b>8,140</b>	<b>30.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>5,748</b>	<b>(22,879)</b>	<b>6,752</b>	<b>29,631</b>				
<b>104 CORN EXCHANGE</b>								
1007 CORN EXCHNGE LETTING	35,184	10,659	40,000	29,341			26.6%	
1010 INCOME FROM TICKET SALES	2,998	0	750	750			0.0%	
1014 EVENTS INCOME	2,595	94	0	(94)			0.0%	
1015 TEA DANCE INCOME	2,698	789	2,500	1,711			31.5%	
1016 FUNCTION REFRESHMENT	206	0	100	100			0.0%	
1019 OTHER EQUIPMENT HIRE	0	0	0	(0)			0.0%	
1052 EXPENSES RECOVERED	436	0	0	0			0.0%	
CORN EXCHANGE :- Income	<b>44,117</b>	<b>11,542</b>	<b>43,350</b>	<b>31,808</b>			<b>26.6%</b>	<b>0</b>
4001 SALARIES	39,399	3,625	69,500	65,875		65,875	5.2%	
4002 ER'S NIC	2,034	172	3,625	3,453		3,453	4.7%	
4003 ER'S SUPERANN	3,767	342	15,100	14,758		14,758	2.3%	
4007 PROTECTIVE CLOTHING	177	50	300	250		250	16.7%	
4008 TRAINING	875	0	500	500		500	0.0%	
4009 TRAVELLING	0	0	125	125		125	0.0%	
4011 RATES	4,272	1,311	4,400	3,089		3,089	29.8%	

## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4012 WATER RATES	496	138	350	212		212	39.5%	
4014 ELECTRICITY	3,499	719	4,500	3,781		3,781	16.0%	
4015 GAS	2,660	291	4,000	3,709		3,709	7.3%	
4016 CLEANING MATERIALS	2,039	670	2,200	1,530		1,530	30.5%	
4017 CONTRACT CLEAN/WASTE	2,626	1,517	5,500	3,983		3,983	27.6%	
4018 PHOTOCOPIER COSTS	180	221	100	(121)		(121)	221.3%	
4020 COPIER RENTAL	564	0	700	700		700	0.0%	
4021 TELEPHONE/FAX	827	395	1,200	805		805	32.9%	
4025 INSURANCE	596	613	630	17		17	97.4%	
4028 INTERNET SERVICES	1,035	307	1,400	1,093		1,093	21.9%	
4030 RECRUITMENT ADVT'G	193	0	500	500		500	0.0%	
4032 PUBLICITY	1,099	198	4,500	4,303		4,303	4.4%	
4036 PROPERTY MAINTENANCE	5,161	2,681	10,000	7,319		7,319	26.8%	
4038 OTHER MAINTENANCE	4,647	150	4,000	3,850		3,850	3.8%	
4042 EQUIPMENT	649	601	600	(1)		(1)	100.2%	
4043 SMALL TOOLS & EQUIPT	307	0	150	150		150	0.0%	
4044 FUEL	7	0	0	0		0	0.0%	
4045 LICENCES	1,020	180	1,500	1,320		1,320	12.0%	
4141 EVENTS	4,252	2,498	2,500	2		2	99.9%	
4142 TEA DANCE COSTS	3,752	1,345	5,850	4,505		4,505	23.0%	
4143 REFRESHMENT COSTS	258	0	300	300		300	0.0%	
4250 BAD DEBTS	3,003	0	0	0		0	0.0%	
4491 TFR TO EARMARKED RES	0	0	10,000	10,000		10,000	0.0%	
4495 TFR FROM EARMARKED R	0	(3,500)	(3,500)	0		0	100.0%	
4888 O/S STAFF RCHG	3,606	979	3,691	2,712		2,712	26.5%	
4890 O/S O'HEAD RCHG	189	0	678	678		678	0.0%	
4892 C/S STAFF RCHG	7,434	636	7,208	6,572		6,572	8.8%	
4893 C/S O'HEAD RCHG	5,202	0	6,375	6,375		6,375	0.0%	
CORN EXCHANGE :- Indirect Expenditure	<b>105,822</b>	<b>16,139</b>	<b>168,482</b>	<b>152,343</b>	<b>0</b>	<b>152,343</b>	<b>9.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(61,705)</b>	<b>(4,597)</b>	<b>(125,132)</b>	<b>(120,535)</b>				
<u>105 BURWELL HALL</u>								
1005 BURWELL HALL LETTING	27,346	6,636	27,000	20,364			24.6%	
BURWELL HALL :- Income	<b>27,346</b>	<b>6,636</b>	<b>27,000</b>	<b>20,364</b>			<b>24.6%</b>	<b>0</b>
4001 SALARIES	40,195	3,592	46,900	43,308		43,308	7.7%	
4002 ER'S NIC	1,928	162	2,450	2,288		2,288	6.6%	
4003 ER'S SUPERANN	3,767	342	10,200	9,858		9,858	3.4%	
4007 PROTECTIVE CLOTHING	0	0	300	300		300	0.0%	
4008 TRAINING	350	0	250	250		250	0.0%	



## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4009 TRAVELLING	0	0	125	125		125	0.0%	
4011 RATES	2,880	881	3,000	2,119		2,119	29.4%	
4012 WATER RATES	1,233	54	1,300	1,246		1,246	4.2%	
4014 ELECTRICITY	2,488	238	2,000	1,762		1,762	11.9%	
4015 GAS	2,831	627	2,100	1,473		1,473	29.8%	
4016 CLEANING MATERIALS	1,279	655	1,250	595		595	52.4%	
4017 CONTRACT CLEAN/WASTE	(3,034)	939	2,500	1,561		1,561	37.6%	
4021 TELEPHONE/FAX	361	184	500	316		316	36.7%	
4025 INSURANCE	293	302	310	8		8	97.4%	
4028 INTERNET SERVICES	0	0	1,000	1,000		1,000	0.0%	
4030 RECRUITMENT ADVT'G	193	0	200	200		200	0.0%	
4032 PUBLICITY	120	48	500	453		453	9.5%	
4036 PROPERTY MAINTENANCE	3,777	269	7,250	6,981		6,981	3.7%	
4038 OTHER MAINTENANCE	1,963	145	2,100	1,955		1,955	6.9%	
4042 EQUIPMENT	378	0	4,250	4,250		4,250	0.0%	
4043 SMALL TOOLS & EQUIPT	16	0	100	100		100	0.0%	
4045 LICENCES	409	180	500	320		320	36.0%	
4048 ENG.INSPEC.(VATABLE)	0	0	100	100		100	0.0%	
4059 OTHER PROF FEES	0	0	150	150		150	0.0%	
4250 BAD DEBTS	85	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(2,769)	(4,500)	(4,500)	0		0	100.0%	
4888 O/S STAFF RCHG	842	0	1,374	1,374		1,374	0.0%	
4890 O/S O'HEAD RCHG	192	0	252	252		252	0.0%	
4892 C/S STAFF RCHG	7,170	608	6,926	6,318		6,318	8.8%	
4893 C/S O'HEAD RCHG	5,155	0	6,318	6,318		6,318	0.0%	
BURWELL HALL :- Indirect Expenditure	<b>72,102</b>	<b>4,726</b>	<b>99,705</b>	<b>94,979</b>	<b>0</b>	<b>94,979</b>	<b>4.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(44,757)</b>	<b>1,910</b>	<b>(72,705)</b>	<b>(74,615)</b>				
<b>106 MADLEY PARK COMMUNITY CENTRE</b>								
1060 INSURANCE RECOVERED	344	0	350	350			0.0%	
MADLEY PARK COMMUNITY CENTRE :- Income	<b>344</b>	<b>0</b>	<b>350</b>	<b>350</b>			<b>0.0%</b>	<b>0</b>
4025 INSURANCE	344	355	350	(5)		(5)	101.3%	
4036 PROPERTY MAINTENANCE	552	0	2,000	2,000		2,000	0.0%	
4038 OTHER MAINTENANCE	120	0	150	150		150	0.0%	
4059 OTHER PROF FEES	0	0	300	300		300	0.0%	
4495 TFR FROM EARMARKED R	(2,249)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG	167	312	323	11		11	96.4%	
4890 O/S O'HEAD RCHG	52	0	59	59		59	0.0%	
4892 C/S STAFF RCHG	0	0	242	242		242	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4893 C/S O'HEAD RCHG	93	0	114	114		114	0.0%	
LEY PARK COMMUNITY CENTRE :- Indirect Expenditure	(921)	666	3,538	2,872	0	2,872	18.8%	0
<b>Net Income over Expenditure</b>	<b>1,265</b>	<b>(666)</b>	<b>(3,188)</b>	<b>(2,522)</b>				
<b>201 SPLASHPARK</b>								
1020 SPORTS - FOOTBALL	0	21	0	(21)			0.0%	
SPLASHPARK :- Income	0	21	0	(21)				0
4012 WATER RATES	13,678	1	15,000	14,999		14,999	0.0%	
4016 CLEANING MATERIALS	0	0	275	275		275	0.0%	
4036 PROPERTY MAINTENANCE	1,612	199	8,000	7,801		7,801	2.5%	
4038 OTHER MAINTENANCE	35	0	0	0		0	0.0%	
4047 PLAY EQUIP MAINTENCE	1,884	4,326	2,250	(2,076)		(2,076)	192.3%	
4048 ENG.INSPEC.(VATABLE)	0	0	500	500		500	0.0%	
4491 TFR TO EARMARKED RES	0	0	25,000	25,000		25,000	0.0%	
4495 TFR FROM EARMARKED R	(5,618)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG	4,433	901	8,757	7,856		7,856	10.3%	
4890 O/S O'HEAD RCHG	1,443	0	1,608	1,608		1,608	0.0%	
4891 AGENCY SERVICES RECHARGE	0	0	13,336	13,336		13,336	0.0%	
SPLASHPARK :- Indirect Expenditure	17,466	5,427	74,726	69,299	0	69,299	7.3%	0
<b>Net Income over Expenditure</b>	<b>(17,466)</b>	<b>(5,406)</b>	<b>(74,726)</b>	<b>(69,320)</b>				
<b>202 THE LEYS RECREATION GROUND</b>								
1020 SPORTS - FOOTBALL	2,475	379	2,575	2,196			14.7%	
1021 SPORTS - CRICKET	1,333	587	1,375	788			42.7%	
1026 SPORTS - CRAZY GOLF	0	0	2,500	2,500			0.0%	
1043 GREEN FEES - WTBC	4,095	0	4,225	4,225			0.0%	
1050 RENT RECEIVED	3,000	0	1,000	1,000			0.0%	
1051 GROUND HIRE	11,980	1,500	14,200	12,700			10.6%	
1052 EXPENSES RECOVERED	1,733	0	2,000	2,000			0.0%	
1058 WATER RECOVERED	160	0	160	160			0.0%	
THE LEYS RECREATION GROUND :- Income	24,777	2,466	28,035	25,569			8.8%	0
4012 WATER RATES	5,104	1,009	3,500	2,491		2,491	28.8%	
4016 CLEANING MATERIALS	0	0	150	150		150	0.0%	
4017 CONTRACT CLEAN/WASTE	909	704	3,750	3,046		3,046	18.8%	
4025 INSURANCE	252	252	3,850	3,598		3,598	6.5%	
4036 PROPERTY MAINTENANCE	677	11,879	10,000	(1,879)		(1,879)	118.8%	
4037 GROUNDS MAINTENANCE	1,057	0	0	0		0	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4038 OTHER MAINTENANCE	0	15	0	(15)		(15)	0.0%	
4040 ARBORICULTURE	0	3,400	0	(3,400)		(3,400)	0.0%	
4046 SPORTS EQUIPMENT	2,935	234	2,000	1,766		1,766	11.7%	
4047 PLAY EQUIP MAINTENCE	2,852	0	10,500	10,500		10,500	0.0%	
4048 ENG.INSPEC.(VATABLE)	4,223	4,463	3,685	(778)		(778)	121.1%	
4049 PLAY RISK ASSESSMENT	1,292	364	1,500	1,136		1,136	24.3%	
4059 OTHER PROF FEES	0	157	0	(157)		(157)	0.0%	
4076 RECHARGEABLE PURCH.	695	0	0	0		0	0.0%	
4110 SUBSIDIZED LETTINGS	2,000	0	5,000	5,000		5,000	0.0%	
4495 TFR FROM EARMARKED R	(5,589)	(13,420)	(4,000)	9,420		9,420	335.5%	
4888 O/S STAFF RCHG	45,591	401	80,619	80,218		80,218	0.5%	
4890 O/S O'HEAD RCHG	13,196	0	14,802	14,802		14,802	0.0%	
4891 AGENCY SERVICES RECHARGE	53,190	13,590	35,558	21,968		21,968	38.2%	
4892 C/S STAFF RCHG	8,366	729	10,570	9,841		9,841	6.9%	
4893 C/S O'HEAD RCHG	5,248	0	6,432	6,432		6,432	0.0%	
HE LEYS RECREATION GROUND :- Indirect Expenditure	<b>141,998</b>	<b>23,776</b>	<b>187,916</b>	<b>164,140</b>	<b>0</b>	<b>164,140</b>	<b>12.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(117,222)</b>	<b>(21,311)</b>	<b>(159,881)</b>	<b>(138,570)</b>				
<b>203 WEST WITNEY SPORTS GROUND</b>								
1020 SPORTS - FOOTBALL	5,515	317	5,150	4,833			6.1%	
1021 SPORTS - CRICKET	433	222	1,000	778			22.2%	
1041 RENTAL - TENNIS CLUB	4,120	0	4,120	4,120			0.0%	
1042 RENTAL- PROJ.RANGE	2,410	0	2,410	2,410			0.0%	
1044 GREEN FEES - WMBC	2,525	0	2,525	2,525			0.0%	
1045 GREEN FEES - WWBC	2,525	0	2,525	2,525			0.0%	
1050 RENT RECEIVED	9,800	6	11,000	10,994			0.1%	
1052 EXPENSES RECOVERED	1,640	0	1,700	1,700			0.0%	
1054 EASEMENTS/WAYLEAVES	6	0	6	6			0.0%	
1060 INSURANCE RECOVERED	555	0	600	600			0.0%	
WEST WITNEY SPORTS GROUND :- Income	<b>29,529</b>	<b>545</b>	<b>31,036</b>	<b>30,491</b>			<b>1.8%</b>	<b>0</b>
4012 WATER RATES	2,425	171	1,250	1,079		1,079	13.7%	
4013 RENT PAID	0	0	5	5		5	0.0%	
4017 CONTRACT CLEAN/WASTE	0	0	200	200		200	0.0%	
4025 INSURANCE	555	564	600	36		36	94.1%	
4036 PROPERTY MAINTENANCE	5,258	(1,129)	500	1,629		1,629	(225.9%)	
4037 GROUNDS MAINTENANCE	1,501	0	1,500	1,500		1,500	0.0%	
4038 OTHER MAINTENANCE	11	0	0	0		0	0.0%	
4040 ARBORICULTURE	650	0	0	0		0	0.0%	
4049 PLAY RISK ASSESSMENT	48	0	100	100		100	0.0%	

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4059 OTHER PROF FEES	0	157	0	(157)		(157)	0.0%	
4888 O/S STAFF RCHG	12,026	356	5,982	5,626		5,626	6.0%	
4890 O/S O'HEAD RCHG	1,404	0	1,098	1,098		1,098	0.0%	
4891 AGENCY SERVICES RECHARGE	49,180	12,566	51,781	39,215		39,215	24.3%	
WEST WITNEY SPORTS GROUND :- Indirect Expenditure	<b>73,059</b>	<b>12,685</b>	<b>63,016</b>	<b>50,331</b>	<b>0</b>	<b>50,331</b>	<b>20.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(43,529)</b>	<b>(12,140)</b>	<b>(31,980)</b>	<b>(19,840)</b>				
<b>204 BURWELL (QE2) SPORTS GROUND</b>								
1020 SPORTS - FOOTBALL	4,450	158	3,605	3,447			4.4%	
BURWELL (QE2) SPORTS GROUND :- Income	<b>4,450</b>	<b>158</b>	<b>3,605</b>	<b>3,447</b>			<b>4.4%</b>	<b>0</b>
4036 PROPERTY MAINTENANCE	50	0	250	250		250	0.0%	
4037 GROUNDS MAINTENANCE	10	0	2,000	2,000		2,000	0.0%	
4047 PLAY EQUIP MAINTENCE	145	0	300	300		300	0.0%	
4049 PLAY RISK ASSESSMENT	972	344	1,000	656		656	34.4%	
4888 O/S STAFF RCHG	3,434	312	3,745	3,433		3,433	8.3%	
4890 O/S O'HEAD RCHG	482	0	688	688		688	0.0%	
4891 AGENCY SERVICES RECHARGE	22,997	5,959	24,144	18,185		18,185	24.7%	
BURWELL (QE2) SPORTS GROUND :- Indirect Expenditure	<b>28,090</b>	<b>6,615</b>	<b>32,127</b>	<b>25,512</b>	<b>0</b>	<b>25,512</b>	<b>20.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(23,640)</b>	<b>(6,457)</b>	<b>(28,522)</b>	<b>(22,065)</b>				
<b>205 KING GEORGE V / NEWLAND</b>								
1020 SPORTS - FOOTBALL	750	0	930	930			0.0%	
KING GEORGE V / NEWLAND :- Income	<b>750</b>	<b>0</b>	<b>930</b>	<b>930</b>			<b>0.0%</b>	<b>0</b>
4036 PROPERTY MAINTENANCE	237	0	0	0		0	0.0%	
4037 GROUNDS MAINTENANCE	10	0	0	0		0	0.0%	
4049 PLAY RISK ASSESSMENT	762	228	750	522		522	30.3%	
4100 GRANTS GENERAL	500	0	500	500		500	0.0%	
4888 O/S STAFF RCHG	4,001	134	7,706	7,573		7,573	1.7%	
4890 O/S O'HEAD RCHG	1,170	0	1,415	1,415		1,415	0.0%	
4891 AGENCY SERVICES RECHARGE	11,004	2,811	11,585	8,774		8,774	24.3%	
KING GEORGE V / NEWLAND :- Indirect Expenditure	<b>17,683</b>	<b>3,172</b>	<b>21,956</b>	<b>18,784</b>	<b>0</b>	<b>18,784</b>	<b>14.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(16,933)</b>	<b>(3,172)</b>	<b>(21,026)</b>	<b>(17,854)</b>				
<b>206 WITNEY COUNTRY PARK</b>								
1030 FISHING RIGHTS	1,355	0	1,310	1,310			0.0%	
WITNEY COUNTRY PARK :- Income	<b>1,355</b>	<b>0</b>	<b>1,310</b>	<b>1,310</b>			<b>0.0%</b>	<b>0</b>

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4026 BOOKS/PUBLICATIONS	0	0	20	20		20	0.0%	
4036 PROPERTY MAINTENANCE	97	620	100	(520)		(520)	620.0%	
4040 ARBORICULTURE	1,666	0	800	800		800	0.0%	
4042 EQUIPMENT	164	2,090	2,700	610		610	77.4%	
4495 TFR FROM EARMARKED R	(2,148)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG	2,946	2,826	2,641	(185)		(185)	107.0%	
4890 O/S O'HEAD RCHG	435	0	485	485		485	0.0%	
4891 AGENCY SERVICES RECHARGE	5,869	1,500	6,180	4,680		4,680	24.3%	
4892 C/S STAFF RCHG	900	81	1,067	986		986	7.6%	
4893 C/S O'HEAD RCHG	271	0	333	333		333	0.0%	
WITNEY COUNTRY PARK :- Indirect Expenditure	<b>10,201</b>	<b>7,116</b>	<b>14,326</b>	<b>7,210</b>	<b>0</b>	<b>7,210</b>	<b>49.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(8,846)</b>	<b>(7,116)</b>	<b>(13,016)</b>	<b>(5,900)</b>				
<u>207 MOORLAND ROAD PLAY AREA</u>								
4049 PLAY RISK ASSESSMENT	551	110	750	640		640	14.6%	
4888 O/S STAFF RCHG	130	0	296	296		296	0.0%	
4890 O/S O'HEAD RCHG	47	0	54	54		54	0.0%	
MOORLAND ROAD PLAY AREA :- Indirect Expenditure	<b>728</b>	<b>110</b>	<b>1,100</b>	<b>990</b>	<b>0</b>	<b>990</b>	<b>10.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(728)</b>	<b>(110)</b>	<b>(1,100)</b>	<b>(990)</b>				
<u>208 WOOD GREEN PLAY AREA</u>								
4049 PLAY RISK ASSESSMENT	551	158	750	592		592	21.1%	
4888 O/S STAFF RCHG	231	267	108	(159)		(159)	247.2%	
4890 O/S O'HEAD RCHG	20	0	20	20		20	0.0%	
4891 AGENCY SERVICES RECHARGE	0	0	2,282	2,282		2,282	0.0%	
WOOD GREEN PLAY AREA :- Indirect Expenditure	<b>802</b>	<b>425</b>	<b>3,160</b>	<b>2,735</b>	<b>0</b>	<b>2,735</b>	<b>13.5%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(802)</b>	<b>(425)</b>	<b>(3,160)</b>	<b>(2,735)</b>				
<u>209 ETON CLOSE PLAY AREA</u>								
4049 PLAY RISK ASSESSMENT	551	158	750	592		592	21.1%	
ETON CLOSE PLAY AREA :- Indirect Expenditure	<b>551</b>	<b>158</b>	<b>750</b>	<b>592</b>	<b>0</b>	<b>592</b>	<b>21.1%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(551)</b>	<b>(158)</b>	<b>(750)</b>	<b>(592)</b>				
<u>210 OXLEASE PLAY AREA</u>								
4047 PLAY EQUIP MAINTENANCE	157	0	500	500		500	0.0%	
4049 PLAY RISK ASSESSMENT	905	277	750	473		473	36.9%	
4888 O/S STAFF RCHG	1,423	0	3,126	3,126		3,126	0.0%	

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4890 O/S O'HEAD RCHG	512	0	574	574		574	0.0%	
4891 AGENCY SERVICES RECHARGE	0	0	4,828	4,828		4,828	0.0%	
OXLEASE PLAY AREA :- Indirect Expenditure	<b>2,998</b>	<b>277</b>	<b>9,778</b>	<b>9,501</b>	<b>0</b>	<b>9,501</b>	<b>2.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(2,998)</b>	<b>(277)</b>	<b>(9,778)</b>	<b>(9,501)</b>				
<u>211 FIELDMERE PLAY AREA</u>								
4049 PLAY RISK ASSESSMENT	551	158	750	592		592	21.1%	
4888 O/S STAFF RCHG	808	0	1,293	1,293		1,293	0.0%	
4890 O/S O'HEAD RCHG	214	0	237	237		237	0.0%	
FIELDMERE PLAY AREA :- Indirect Expenditure	<b>1,573</b>	<b>158</b>	<b>2,280</b>	<b>2,122</b>	<b>0</b>	<b>2,122</b>	<b>7.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(1,573)</b>	<b>(158)</b>	<b>(2,280)</b>	<b>(2,122)</b>				
<u>212 QUARRY ROAD PLAY AREA</u>								
4049 PLAY RISK ASSESSMENT	622	182	750	568		568	24.3%	
QUARRY ROAD PLAY AREA :- Indirect Expenditure	<b>622</b>	<b>182</b>	<b>750</b>	<b>568</b>	<b>0</b>	<b>568</b>	<b>24.3%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(622)</b>	<b>(182)</b>	<b>(750)</b>	<b>(568)</b>				
<u>213 RALEIGH CRESCENT PLAY AREA</u>								
4013 RENT PAID	5	0	5	5		5	0.0%	
4888 O/S STAFF RCHG	12,028	111	16,921	16,810		16,810	0.7%	
4890 O/S O'HEAD RCHG	2,932	0	3,107	3,107		3,107	0.0%	
RALEIGH CRESCENT PLAY AREA :- Indirect Expenditure	<b>14,965</b>	<b>111</b>	<b>20,033</b>	<b>19,922</b>	<b>0</b>	<b>19,922</b>	<b>0.6%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(14,965)</b>	<b>(111)</b>	<b>(20,033)</b>	<b>(19,922)</b>				
<u>301 TOWER HILL CEMETERY</u>								
1050 RENT RECEIVED	11,350	5,675	11,350	5,675			50.0%	
1060 INSURANCE RECOVERED	202	0	345	345			0.0%	
1100 BURIAL FEES	10,940	1,860	5,000	3,140			37.2%	
1101 GRANT OF RIGHTS	8,535	2,305	2,000	(305)			115.3%	
1102 INTERMENT OF ASHES	5,850	840	5,500	4,660			15.3%	
1105 MEMORIAL FEES	5,465	1,120	4,000	2,880			28.0%	
1106 MEMORIAL PLAQUES	233	45	500	455			9.0%	
1108 CHAPEL FEES	700	100	250	150			40.0%	
TOWER HILL CEMETERY :- Income	<b>43,275</b>	<b>11,945</b>	<b>28,945</b>	<b>17,000</b>			<b>41.3%</b>	<b>0</b>
4001 SALARIES	0	0	13,950	13,950		13,950	0.0%	
4002 ER'S NIC	0	0	1,330	1,330		1,330	0.0%	

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4003 ER'S SUPERANN	0	0	3,025	3,025		3,025	0.0%	
4007 PROTECTIVE CLOTHING	0	0	100	100		100	0.0%	
4011 RATES	2,238	755	2,305	1,550		1,550	32.8%	
4012 WATER RATES	56	13	100	87		87	13.2%	
4014 ELECTRICITY	369	48	380	332		332	12.5%	
4016 CLEANING MATERIALS	0	0	30	30		30	0.0%	
4017 CONTRACT CLEAN/WASTE	1,740	290	2,560	2,270		2,270	11.3%	
4025 INSURANCE	202	207	345	138		138	60.0%	
4036 PROPERTY MAINTENANCE	633	489	14,000	13,511		13,511	3.5%	
4037 GROUNDS MAINTENANCE	1,357	0	0	0		0	0.0%	
4038 OTHER MAINTENANCE	91	15	0	(15)		(15)	0.0%	
4040 ARBORICULTURE	2,000	0	0	0		0	0.0%	
4042 EQUIPMENT	327	0	100	100		100	0.0%	
4059 OTHER PROF FEES	1,612	11	0	(11)		(11)	0.0%	
4110 SUBSIDIZED LETTINGS	83	0	200	200		200	0.0%	
4350 PLAQUES PURCHASED	578	68	500	432		432	13.5%	
4355 MEMORIAL MAINTENANCE	318	0	2,500	2,500		2,500	0.0%	
4495 TFR FROM EARMARKED R	(7,486)	(8,000)	(8,000)	0		0	100.0%	
4888 O/S STAFF RCHG	38,703	6,208	50,037	43,829		43,829	12.4%	
4890 O/S O'HEAD RCHG	9,091	0	9,187	9,187		9,187	0.0%	
4891 AGENCY SERVICES RECHARGE	33,957	8,676	35,753	27,077		27,077	24.3%	
4892 C/S STAFF RCHG	19,412	1,649	10,811	9,162		9,162	15.3%	
4893 C/S O'HEAD RCHG	8,008	0	9,815	9,815		9,815	0.0%	
<b>TOWER HILL CEMETERY :- Indirect Expenditure</b>	<b>113,289</b>	<b>10,428</b>	<b>149,028</b>	<b>138,600</b>	<b>0</b>	<b>138,600</b>	<b>7.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(70,014)</b>	<b>1,517</b>	<b>(120,083)</b>	<b>(121,600)</b>				
<b><u>302 WINDRUSH CEMETERY</u></b>								
1100 BURIAL FEES	15,555	2,645	15,500	12,855			17.1%	
1101 GRANT OF RIGHTS	12,610	5,940	13,000	7,060			45.7%	
1102 INTERMENT OF ASHES	3,235	1,120	4,000	2,880			28.0%	
1105 MEMORIAL FEES	4,690	1,585	4,000	2,415			39.6%	
1106 MEMORIAL PLAQUES	166	0	100	100			0.0%	
<b>WINDRUSH CEMETERY :- Income</b>	<b>36,256</b>	<b>11,290</b>	<b>36,600</b>	<b>25,310</b>			<b>30.8%</b>	<b>0</b>
4001 SALARIES	0	0	13,950	13,950		13,950	0.0%	
4002 ER'S NIC	0	0	1,330	1,330		1,330	0.0%	
4003 ER'S SUPERANN	0	0	3,025	3,025		3,025	0.0%	
4007 PROTECTIVE CLOTHING	67	0	100	100		100	0.0%	
4011 RATES	3,157	1,067	3,250	2,183		2,183	32.8%	
4012 WATER RATES	67	19	274	255		255	7.0%	

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4014 ELECTRICITY	1,231	167	1,070	903		903	15.6%	
4016 CLEANING MATERIALS	0	0	30	30		30	0.0%	
4017 CONTRACT CLEAN/WASTE	152	158	375	217		217	42.1%	
4021 TELEPHONE/FAX	181	120	270	150		150	44.3%	
4025 INSURANCE	112	112	170	58		58	65.9%	
4036 PROPERTY MAINTENANCE	329	7,070	2,000	(5,070)		(5,070)	353.5%	
4037 GROUNDS MAINTENANCE	162	0	100	100		100	0.0%	
4038 OTHER MAINTENANCE	827	30	770	740		740	3.9%	
4040 ARBORICULTURE	0	350	0	(350)		(350)	0.0%	
4042 EQUIPMENT	2,039	243	1,500	1,258		1,258	16.2%	
4350 PLAQUES PURCHASED	165	0	500	500		500	0.0%	
4355 MEMORIAL MAINTENANCE	0	0	2,000	2,000		2,000	0.0%	
4495 TFR FROM EARMARKED R	(2,705)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG	37,614	2,270	54,752	52,482		52,482	4.1%	
4890 O/S O'HEAD RCHG	8,781	0	10,053	10,053		10,053	0.0%	
4891 AGENCY SERVICES RECHARGE	11,987	3,063	12,621	9,558		9,558	24.3%	
4892 C/S STAFF RCHG	19,412	1,649	10,811	9,162		9,162	15.3%	
4893 C/S O'HEAD RCHG	8,008	0	9,815	9,815		9,815	0.0%	
WINDRUSH CEMETERY :- Indirect Expenditure	<b>91,583</b>	<b>16,317</b>	<b>128,766</b>	<b>112,449</b>	<b>0</b>	<b>112,449</b>	<b>12.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(55,327)</b>	<b>(5,027)</b>	<b>(92,166)</b>	<b>(87,139)</b>				
<u>303 CLOSED CH'YARDS ST MARYS/HOLY</u>								
4036 PROPERTY MAINTENANCE	530	0	1,000	1,000		1,000	0.0%	
4040 ARBORICULTURE	834	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(1,000)	0	0	0		0	0.0%	
SED CH'YARDS ST MARYS/HOLY :- Indirect Expenditure	<b>364</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(364)</b>	<b>0</b>	<b>(1,000)</b>	<b>(1,000)</b>				
<u>305 ALLOTMENTS</u>								
1050 RENT RECEIVED	(60)	0	0	0			0.0%	
ALLOTMENTS :- Income	<b>(60)</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
4013 RENT PAID	5	5	5	0		0	100.0%	
4036 PROPERTY MAINTENANCE	374	(5)	0	5		5	0.0%	
4037 GROUNDS MAINTENANCE	0	59	500	441		441	11.9%	
4888 O/S STAFF RCHG	346	67	323	256		256	20.7%	
4890 O/S O'HEAD RCHG	54	0	59	59		59	0.0%	
4891 AGENCY SERVICES RECHARGE	2,759	705	2,905	2,200		2,200	24.3%	
4892 C/S STAFF RCHG	1,073	87	765	678		678	11.3%	



## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4893 C/S O'HEAD RCHG	256	0	314	314		314	0.0%	
ALLOTMENTS :- Indirect Expenditure	<u>4,867</u>	<u>918</u>	<u>4,871</u>	<u>3,953</u>	<u>0</u>	<u>3,953</u>	<u>18.8%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(4,927)</u>	<u>(918)</u>	<u>(4,871)</u>	<u>(3,953)</u>				
Halls & Green Spaces :- Income	229,139	25,312	219,641	194,329			11.5%	
Expenditure	709,094	112,997	999,036	886,039	0	886,039	11.3%	
<b>Movement to/(from) Gen Reserve</b>	<u>(479,955)</u>	<u>(87,685)</u>						

## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>Stronger Communities</u></b>								
<b><u>402 COMMUNITY INFRASTRUCTURE</u></b>								
1085 INSURANCE CLAIMS RECEIVED	19,503	(14,603)	0	14,603			0.0%	
1099 MISCELLANEOUS INCOME	495	8,500	0	(8,500)			0.0%	
1135 Bus Shelter Art	1,200	0	0	0			0.0%	
COMMUNITY INFRASTRUCTURE :- Income	<b>21,198</b>	<b>(6,103)</b>	<b>0</b>	<b>6,103</b>				<b>0</b>
4013 RENT PAID	0	0	5	5		5	0.0%	
4014 ELECTRICITY	624	315	750	435		435	42.0%	
4017 CONTRACT CLEAN/WASTE	3,511	66	4,000	3,934		3,934	1.7%	
4025 INSURANCE	112	112	130	18		18	86.2%	
4035 BUS SHELTER MAINTENANCE	456	0	2,000	2,000		2,000	0.0%	
4036 PROPERTY MAINTENANCE	3,646	1,055	2,630	1,575		1,575	40.1%	
4037 GROUNDS MAINTENANCE	822	0	0	0		0	0.0%	
4039 HORTICULTURE	0	560	750	190		190	74.7%	
4040 ARBORICULTURE	14,922	0	19,000	19,000		19,000	0.0%	
4066 TREE REPLACEMENT	975	0	4,000	4,000		4,000	0.0%	
4067 Tree Survey	4,470	0	5,000	5,000		5,000	0.0%	
4209 WWI Commemorations 16-18	7,686	0	0	0		0	0.0%	
4210 CHURCH CLOCK	410	0	500	500		500	0.0%	
4215 SCHOOLS CHALLENGE	9,957	1,276	14,800	13,524		13,524	8.6%	
4495 TFR FROM EARMARKED R	(7,293)	0	0	0		0	0.0%	
4801 INS.CLAIM PENDING	19,503	0	0	0		0	0.0%	
4888 O/S STAFF RCHG	18,686	979	24,978	23,999		23,999	3.9%	
4890 O/S O'HEAD RCHG	3,713	0	4,586	4,586		4,586	0.0%	
4891 AGENCY SERVICES RECHARGE	138,399	37,102	144,144	107,042		107,042	25.7%	
4892 C/S STAFF RCHG	5,127	438	4,349	3,911		3,911	10.1%	
4893 C/S O'HEAD RCHG	1,488	0	1,824	1,824		1,824	0.0%	
4990 CONTRN TO CCTV SCH.	10,000	0	10,000	10,000		10,000	0.0%	
COMMUNITY INFRASTRUCTURE :- Indirect Expenditure	<b>237,214</b>	<b>41,904</b>	<b>243,446</b>	<b>201,542</b>	<b>0</b>	<b>201,542</b>	<b>17.2%</b>	<b>0</b>
Net Income over Expenditure	<b>(216,016)</b>	<b>(48,008)</b>	<b>(243,446)</b>	<b>(195,438)</b>				
<b><u>408 COMMUNITY ACTIVITIES</u></b>								
1171 DONATIONS RECEIVED	2,108	275	0	(275)			0.0%	
COMMUNITY ACTIVITIES :- Income	<b>2,108</b>	<b>275</b>	<b>0</b>	<b>(275)</b>				<b>0</b>
4103 GRANT YOUTH COUNCIL	108	0	500	500		500	0.0%	
4109 BLUE PLAQUES	0	0	1,000	1,000		1,000	0.0%	
4141 EVENTS	1,001	0	5,000	5,000		5,000	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4491 TFR TO EARMARKED RES	45	275	0	(275)		(275)	0.0%	
4495 TFR FROM EARMARKED R	(983)	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	45,584	3,985	30,421	26,436		26,436	13.1%	
4893 C/S O'HEAD RCHG	9,263	0	11,354	11,354		11,354	0.0%	
COMMUNITY ACTIVITIES :- Indirect Expenditure	<b>55,017</b>	<b>4,259</b>	<b>48,275</b>	<b>44,016</b>	<b>0</b>	<b>44,016</b>	<b>8.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(52,910)</b>	<b>(3,985)</b>	<b>(48,275)</b>	<b>(44,290)</b>				
Stronger Communities :- Income	<b>23,306</b>	<b>(5,829)</b>	<b>0</b>	<b>5,829</b>			<b>0.0%</b>	
Expenditure	<b>292,232</b>	<b>46,163</b>	<b>291,721</b>	<b>245,558</b>	<b>0</b>	<b>245,558</b>	<b>15.8%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(268,926)</b>	<b>(51,992)</b>						

## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>Policy, Governance &amp; Finance</u></b>								
<b>401 CIVIC ACTIVITIES</b>								
4000 MAYORS ALLOWANCE	2,691	631	3,000	2,369		2,369	21.0%	
4150 CIVIC FUNCTIONS	1,337	41	3,000	2,959		2,959	1.4%	
4152 MAYOR'S CHAIN	443	0	200	200		200	0.0%	
4153 ANNUAL CIVIC AWARDS	93	0	200	200		200	0.0%	
4495 TFR FROM EARMARKED R	(784)	(1,000)	(1,000)	0		0	100.0%	
4892 C/S STAFF RCHG	29,275	2,656	25,529	22,873		22,873	10.4%	
4893 C/S O'HEAD RCHG	4,287	0	5,254	5,254		5,254	0.0%	
CIVIC ACTIVITIES :- Indirect Expenditure	<b>37,343</b>	<b>2,328</b>	<b>36,183</b>	<b>33,855</b>	<b>0</b>	<b>33,855</b>	<b>6.4%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(37,343)</b>	<b>(2,328)</b>	<b>(36,183)</b>	<b>(33,855)</b>				
<b>407 GRANTS &amp; DONATIONS (INC S137)</b>								
1171 DONATIONS RECEIVED	750	0	0	0			0.0%	
GRANTS & DONATIONS (INC S137) :- Income	<b>750</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
4017 CONTRACT CLEAN/WASTE	0	3,832	0	(3,832)		(3,832)	0.0%	
4099 MISCELLANEOUS	6,000	0	0	0		0	0.0%	
4100 GRANTS GENERAL	4,680	3,300	4,266	966		966	77.4%	
4101 GRANT CAB	500	0	500	500		500	0.0%	
4104 GRANT CARNIVAL/XMAS ROTARY CLB	2,500	0	2,800	2,800		2,800	0.0%	
4105 XMAS LIGHTS & ADVENT FAYRE	36,236	0	35,000	35,000		35,000	0.0%	
4106 GRANT - PLAY DAY	0	0	1,000	1,000		1,000	0.0%	
4107 Witney Dementia Alliance	1,080	310	1,000	690		690	31.0%	
4108 GRANT OPA	0	1,000	0	(1,000)		(1,000)	0.0%	
4110 SUBSIDIZED LETTINGS	809	371	2,800	2,429		2,429	13.2%	
4160 TOWN TWINNING	500	0	500	500		500	0.0%	
4161 TOWN TWINNING ROOM HIRE	100	23	65	42		42	35.3%	
4162 GRANT VOLUNTEER LINK-UP	500	0	500	500		500	0.0%	
4163 CORN EXCHANGE TRUST GRANT	(728)	0	0	0		0	0.0%	
4167 BUS SERVICE	15,000	4,500	15,000	10,500		10,500	30.0%	
4168 WRFC Fireworks	0	0	500	500		500	0.0%	
4169 Base 33	0	0	500	500		500	0.0%	
4495 TFR FROM EARMARKED R	(1,826)	(1,706)	(1,706)	0		0	100.0%	
GRANTS & DONATIONS (INC S137) :- Indirect Expenditure	<b>65,351</b>	<b>11,630</b>	<b>62,725</b>	<b>51,095</b>	<b>0</b>	<b>51,095</b>	<b>18.5%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(64,601)</b>	<b>(11,630)</b>	<b>(62,725)</b>	<b>(51,095)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>502 TOWN HALL MAINTEN'CE</b>								
1011 HALL LETTINGS	270	0	150	150			0.0%	
1050 RENT RECEIVED	29,653	(14,825)	37,503	52,328			(39.5%)	
1052 EXPENSES RECOVERED	4,097	0	0	0			0.0%	
<b>TOWN HALL MAINTEN'CE :- Income</b>	<b>34,020</b>	<b>(14,825)</b>	<b>37,653</b>	<b>52,478</b>			<b>(39.4%)</b>	<b>0</b>
4001 SALARIES	2,566	229	0	(229)		(229)	0.0%	
4002 ER'S NIC	107	9	0	(9)		(9)	0.0%	
4013 RENT PAID	13,750	0	13,750	13,750		13,750	0.0%	
4025 INSURANCE	1,039	1,058	1,070	12		12	98.9%	
4036 PROPERTY MAINTENANCE	8,647	214	4,100	3,886		3,886	5.2%	
4038 OTHER MAINTENANCE	2,129	210	1,750	1,540		1,540	12.0%	
4058 ARCH/SURVEY FEES	0	1,378	0	(1,378)		(1,378)	0.0%	
4059 OTHER PROF FEES	3,580	(1,370)	5,000	6,370		6,370	(27.4%)	
4495 TFR FROM EARMARKED R	(3,768)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG	424	0	838	838		838	0.0%	
4890 O/S O'HEAD RCHG	159	0	155	155		155	0.0%	
4892 C/S STAFF RCHG	4,930	419	2,980	2,561		2,561	14.1%	
4893 C/S O'HEAD RCHG	2,333	0	2,860	2,860		2,860	0.0%	
<b>TOWN HALL MAINTEN'CE :- Indirect Expenditure</b>	<b>35,896</b>	<b>2,146</b>	<b>32,503</b>	<b>30,357</b>	<b>0</b>	<b>30,357</b>	<b>6.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(1,876)</b>	<b>(16,971)</b>	<b>5,150</b>	<b>22,121</b>				
<b>503 AGENCY SERVICES</b>								
4300 AGENCY MAINT'CE	329,343	85,972	345,115	259,143		259,143	24.9%	
4310 AGENCY MAINT'CE V O	3,846	2,206	5,000	2,794		2,794	44.1%	
4320 AGENCY SPECIAL ADVCE	54	0	200	200		200	0.0%	
4891 AGENCY SERVICES RECHARGE	(329,343)	(85,972)	(345,117)	(259,145)		(259,145)	24.9%	
<b>AGENCY SERVICES :- Indirect Expenditure</b>	<b>3,900</b>	<b>2,206</b>	<b>5,198</b>	<b>2,992</b>	<b>0</b>	<b>2,992</b>	<b>42.4%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(3,900)</b>	<b>(2,206)</b>	<b>(5,198)</b>	<b>(2,992)</b>				
<b>505 PRECEPT</b>								
1176 PRECEPT	1,381,937	717,534	1,435,067	717,534			50.0%	
1177 PRECEPT SUPPORT GRANT	34,199	14,664	29,330	14,667			50.0%	
<b>PRECEPT :- Income</b>	<b>1,416,136</b>	<b>732,197</b>	<b>1,464,397</b>	<b>732,200</b>			<b>50.0%</b>	<b>0</b>
<b>Net Income</b>	<b>1,416,136</b>	<b>732,197</b>	<b>1,464,397</b>	<b>732,200</b>				

## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>506 INTEREST RECEIVED</b>								
1190 INTEREST RECEIVED	9,622	2,633	9,000	6,367			29.3%	
INTEREST RECEIVED :- Income	<b>9,622</b>	<b>2,633</b>	<b>9,000</b>	<b>6,367</b>			<b>29.3%</b>	<b>0</b>
4051 BANK CHARGES	1,094	228	1,000	772		772	22.8%	
INTEREST RECEIVED :- Indirect Expenditure	<b>1,094</b>	<b>228</b>	<b>1,000</b>	<b>772</b>	<b>0</b>	<b>772</b>	<b>22.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>8,528</b>	<b>2,405</b>	<b>8,000</b>	<b>5,595</b>				
<b>601 WORKS DEPARTMENT GEN</b>								
1099 MISCELLANEOUS INCOME	183	0	0	0			0.0%	
WORKS DEPARTMENT GEN :- Income	<b>183</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
4001 SALARIES	144,983	12,336	206,750	194,414		194,414	6.0%	
4002 ER'S NIC	11,944	1,108	17,800	16,692		16,692	6.2%	
4003 ER'S SUPERANN	31,458	2,677	44,900	42,223		42,223	6.0%	
4007 PROTECTIVE CLOTHING	2,639	593	2,000	1,407		1,407	29.7%	
4008 TRAINING	6,954	130	3,500	3,370		3,370	3.7%	
4009 TRAVELLING	1,599	170	1,000	830		830	17.0%	
4014 ELECTRICITY	5,943	1,342	6,000	4,658		4,658	22.4%	
4016 CLEANING MATERIALS	118	0	300	300		300	0.0%	
4017 CONTRACT CLEAN/WASTE	2,120	0	2,500	2,500		2,500	0.0%	
4021 TELEPHONE/FAX	1,198	642	2,000	1,358		1,358	32.1%	
4023 STATIONERY	15	0	150	150		150	0.0%	
4025 INSURANCE	279	112	0	(112)		(112)	0.0%	
4028 INTERNET SERVICES	468	208	650	442		442	32.0%	
4030 RECRUITMENT ADVT'G	1,058	(473)	500	973		973	(94.6%)	
4036 PROPERTY MAINTENANCE	2,073	687	1,000	313		313	68.7%	
4038 OTHER MAINTENANCE	1,521	164	1,500	1,336		1,336	10.9%	
4040 ARBORICULTURE	0	0	175	175		175	0.0%	
4041 EQUIPMENT HIRE	0	0	500	500		500	0.0%	
4042 EQUIPMENT	1,577	439	1,360	921		921	32.3%	
4043 SMALL TOOLS & EQUIPT	1,059	127	1,000	873		873	12.7%	
4044 FUEL	2,950	661	4,000	3,339		3,339	16.5%	
4045 LICENCES	674	770	1,500	730		730	51.3%	
4050 VEHICLE MAINTENANCE	5,657	1,777	6,000	4,223		4,223	29.6%	
4052 VEHICLE INSURANCE	2,299	3,359	2,500	(859)		(859)	134.4%	
4059 OTHER PROF FEES	2,475	0	0	0		0	0.0%	
4143 REFRESHMENT COSTS	77	0	100	100		100	0.0%	
4495 TFR FROM EARMARKED R	(3,655)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG	(188,385)	(16,120)	(269,450)	(253,330)		(253,330)	6.0%	

## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4890 O/S O'HEAD RCHG	(44,377)	0	(49,473)	(49,473)		(49,473)	0.0%	
4892 C/S STAFF RCHG	5,335	487	8,093	7,606		7,606	6.0%	
4893 C/S O'HEAD RCHG	2,566	0	3,145	3,145		3,145	0.0%	
WORKS DEPARTMENT GEN :- Indirect Expenditure	<b>2,621</b>	<b>11,197</b>	<b>0</b>	<b>(11,197)</b>	<b>0</b>	<b>(11,197)</b>		<b>0</b>
<b>Net Income over Expenditure</b>	<b>(2,438)</b>	<b>(11,197)</b>	<b>0</b>	<b>11,197</b>				
<b>602 CENTRAL SUPPORT (Ex 501)</b>								
4001 SALARIES	211,577	18,104	178,750	160,646		160,646	10.1%	
4002 ER'S NIC	20,813	1,819	18,700	16,881		16,881	9.7%	
4003 ER'S SUPERANN	46,103	3,929	38,800	34,871		34,871	10.1%	
4004 CHILD CARE VOUCHERS	6	0	1	1		1	15.0%	
4008 TRAINING	5,381	2,135	6,600	4,465		4,465	32.3%	
4009 TRAVELLING	2,243	338	7,500	7,162		7,162	4.5%	
4010 MISC STAFF COSTS	0	25	200	175		175	12.5%	
4011 RATES	7,680	2,354	7,910	5,556		5,556	29.8%	
4012 WATER RATES	0	153	400	247		247	38.1%	
4014 ELECTRICITY	7,177	1,168	4,000	2,832		2,832	29.2%	
4016 CLEANING MATERIALS	217	0	1,000	1,000		1,000	0.0%	
4017 CONTRACT CLEAN/WASTE	1,003	374	1,250	876		876	29.9%	
4018 PHOTOCOPIER COSTS	2,878	1,155	1,000	(155)		(155)	115.5%	
4020 COPIER RENTAL	2,020	0	3,100	3,100		3,100	0.0%	
4021 TELEPHONE/FAX	4,305	2,261	5,750	3,489		3,489	39.3%	
4022 POSTAGE	6,891	3,187	7,500	4,313		4,313	42.5%	
4023 STATIONERY	2,395	773	2,500	1,727		1,727	30.9%	
4025 INSURANCE	4,133	3,614	4,350	736		736	83.1%	
4026 BOOKS/PUBLICATIONS	113	0	300	300		300	0.0%	
4028 INTERNET SERVICES	9,651	3,908	9,000	5,092		5,092	43.4%	
4030 RECRUITMENT ADVT'G	152	793	4,500	3,707		3,707	17.6%	
4042 EQUIPMENT	2,273	154	2,250	2,096		2,096	6.8%	
4045 LICENCES	218	0	250	250		250	0.0%	
4054 INTERNAL AUDIT	1,720	0	1,950	1,950		1,950	0.0%	
4055 ACCOUNTANCY FEES	11,886	871	12,000	11,129		11,129	7.3%	
4059 OTHER PROF FEES	13,853	4,498	27,500	23,002		23,002	16.4%	
4143 REFRESHMENT COSTS	187	0	300	300		300	0.0%	
4495 TFR FROM EARMARKED R	(11,293)	(16,100)	(16,100)	0		0	100.0%	
4892 C/S STAFF RCHG	(278,494)	(23,852)	(201,330)	(177,478)		(177,478)	11.8%	
4893 C/S O'HEAD RCHG	(77,518)	0	(95,011)	(95,011)		(95,011)	0.0%	
CENTRAL SUPPORT (Ex 501) :- Indirect Expenditure	<b>(2,430)</b>	<b>11,660</b>	<b>34,920</b>	<b>23,260</b>	<b>0</b>	<b>23,260</b>	<b>33.4%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>2,430</b>	<b>(11,660)</b>	<b>(34,920)</b>	<b>(23,260)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>700 STRATEGIC PLANNING INITIATIVES</b>								
4892 C/S STAFF RCHG	17,871	1,434	10,590	9,156		9,156	13.5%	
4893 C/S O'HEAD RCHG	2,837	0	3,477	3,477		3,477	0.0%	
STRATEGIC PLANNING INITIATIVES :- Indirect Expenditure	<b>20,709</b>	<b>1,434</b>	<b>14,067</b>	<b>12,633</b>	<b>0</b>	<b>12,633</b>	<b>10.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(20,709)</b>	<b>(1,434)</b>	<b>(14,067)</b>	<b>(12,633)</b>				
<b>701 CORPORATE MANAGEMENT</b>								
4022 POSTAGE	0	0	50	50		50	0.0%	
4025 INSURANCE	1,505	1,728	1,600	(128)		(128)	108.0%	
4031 OTHER ADVERTISING	164	0	250	250		250	0.0%	
4057 AUDIT FEES	2,059	(2,000)	2,000	4,000		4,000	(100.0%)	
4099 MISCELLANEOUS	3	0	150	150		150	0.0%	
4892 C/S STAFF RCHG	44,965	3,778	31,810	28,032		28,032	11.9%	
4893 C/S O'HEAD RCHG	9,449	0	11,582	11,582		11,582	0.0%	
CORPORATE MANAGEMENT :- Indirect Expenditure	<b>58,146</b>	<b>3,507</b>	<b>47,442</b>	<b>43,935</b>	<b>0</b>	<b>43,935</b>	<b>7.4%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(58,146)</b>	<b>(3,507)</b>	<b>(47,442)</b>	<b>(43,935)</b>				
<b>702 DEMOCRATIC REP'N &amp; MGMT</b>								
4008 TRAINING	230	498	2,800	2,302		2,302	17.8%	
4009 TRAVELLING	0	0	100	100		100	0.0%	
4024 SUBSCRIPTIONS	4,273	5,234	5,000	(234)		(234)	104.7%	
4028 INTERNET SERVICES	1,493	480	1,600	1,120		1,120	30.0%	
4034 NEWSLETTER	3,936	0	4,500	4,500		4,500	0.0%	
4099 MISCELLANEOUS	45	0	1,000	1,000		1,000	0.0%	
4120 ROOM HIRE	0	169	0	(169)		(169)	0.0%	
4180 ELECTION EXPENSES	0	0	3,000	3,000		3,000	0.0%	
4495 TFR FROM EARMARKED R	(5,290)	(1,500)	(1,500)	0		0	100.0%	
4892 C/S STAFF RCHG	44,888	3,740	26,152	22,412		22,412	14.3%	
4893 C/S O'HEAD RCHG	9,240	0	11,324	11,324		11,324	0.0%	
DEMOCRATIC REP'N & MGMT :- Indirect Expenditure	<b>58,814</b>	<b>8,621</b>	<b>53,976</b>	<b>45,355</b>	<b>0</b>	<b>45,355</b>	<b>16.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(58,814)</b>	<b>(8,621)</b>	<b>(53,976)</b>	<b>(45,355)</b>				
Policy, Governance & Finance :- Income	<b>1,460,710</b>	<b>720,005</b>	<b>1,511,050</b>	<b>791,045</b>			<b>47.6%</b>	
Expenditure	<b>281,442</b>	<b>54,957</b>	<b>288,014</b>	<b>233,057</b>	<b>0</b>	<b>233,057</b>	<b>19.1%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>1,179,268</b>	<b>665,048</b>						



## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>Planning &amp; Development</u></b>								
403 PLANNING								
4892 C/S STAFF RCHG	13,287	1,184	9,724	8,540		8,540	12.2%	
4893 C/S O'HEAD RCHG	1,636	0	2,005	2,005		2,005	0.0%	
PLANNING :- Indirect Expenditure	<b>14,923</b>	<b>1,184</b>	<b>11,729</b>	<b>10,545</b>	<b>0</b>	<b>10,545</b>	<b>10.1%</b>	<b>0</b>
Net Expenditure	<b>(14,923)</b>	<b>(1,184)</b>	<b>(11,729)</b>	<b>(10,545)</b>				
Planning & Development :- Income	0	0	0	0			0.0%	
Expenditure	14,923	1,184	11,729	10,545	0	10,545	10.1%	
Movement to/(from) Gen Reserve	<b>(14,923)</b>	<b>(1,184)</b>						

## Detailed Income &amp; Expenditure by Budget Heading 30 JUNE 2019

Month No: 3 I&amp;E FOR QTR ENDING 30 JUNE 2019, POLICY, GOVERNANCE &amp; FINANCE, 23 SEPTEMBER 2019, AGENDA ITEM 6

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>Capital &amp; Assets</u></b>								
800 CAPITAL PROJECTS								
1170 GRANTS RECEIVED	1,090	0	0	0			0.0%	
1175 ASSET DISPOSALS	700	0	0	0			0.0%	
CAPITAL PROJECTS :- Income	<b>1,790</b>	<b>0</b>	<b>0</b>	<b>0</b>				<b>0</b>
4489 TFR TO ROLLING CAPITAL FUND	0	0	129,649	129,649		129,649	0.0%	
4492 TFR TO RENEWALS FUND	0	0	6,792	6,792		6,792	0.0%	
4495 TFR FROM EARMARKED R	(9,229)	0	0	0		0	0.0%	
4498 TFR TO TOWN HALL RESERVE	0	0	3,750	3,750		3,750	0.0%	
4901 CAP: REFURB L/DALE HALL	17,787	0	0	0		0	0.0%	
4902 CAP: REFURB C/EXCHANGE	3,845	0	0	0		0	0.0%	
4944 CAP:RALEIGH CR PLAY AREA	67,251	0	0	0		0	0.0%	
4945 CAP:LEYS TENNIS COURT REFURB	24,300	0	0	0		0	0.0%	
4971 CAP: NEW VEHICLES	9,593	0	0	0		0	0.0%	
4976 CAP: WAR MEMORIAL WORKS	20,335	0	0	0		0	0.0%	
4978 CAP: BUTTERCROSS	9,229	0	0	0		0	0.0%	
CAPITAL PROJECTS :- Indirect Expenditure	<b>143,112</b>	<b>0</b>	<b>140,191</b>	<b>140,191</b>	<b>0</b>	<b>140,191</b>		<b>0</b>
Net Income over Expenditure	<b>(141,322)</b>	<b>0</b>	<b>(140,191)</b>	<b>(140,191)</b>				
Capital & Assets :- Income	<b>1,790</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0%</b>	
Expenditure	<b>143,112</b>	<b>0</b>	<b>140,191</b>	<b>140,191</b>	<b>0</b>	<b>140,191</b>	<b>0.0%</b>	
Movement to/(from) Gen Reserve	<b>(141,322)</b>	<b>0</b>						
Grand Totals:- Income	<b>1,714,944</b>	<b>739,488</b>	<b>1,730,691</b>	<b>991,203</b>			<b>42.7%</b>	
Expenditure	<b>1,440,802</b>	<b>215,301</b>	<b>1,730,691</b>	<b>1,515,390</b>	<b>0</b>	<b>1,515,390</b>	<b>12.4%</b>	
Net Income over Expenditure	<b>274,142</b>	<b>524,187</b>	<b>0</b>	<b>(524,187)</b>				
Movement to/(from) Gen Reserve	<b>274,142</b>	<b>524,187</b>						

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