

# Public Document Pack

## Parks & Recreation

### Advisory Committee Meeting of Witney Town Council



**Monday, 10th January, 2022 at 6.00 pm**

To members of the Parks & Recreation Committee - V Gwatkin, D Butterfield, J Aitman, L Ashbourne, T Ashby, L Duncan, D Enright and A McMahon (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Virtual Meeting Room via Zoom** for the transaction of the business stated in the agenda below.

#### **Admission to Meetings**

All Council meetings are open to the public and press unless otherwise stated.

As an Advisory Committee of the Council this meeting will take place virtually via Zoom. All decisions of this meeting will be recommendations to Full Council.

Zoom login details - <https://us06web.zoom.us/j/86098826625?pwd=UHJBNU9kY1B4cWdkRS9zeFo1YkRSUT09>

#### **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**

##### **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 & Legal Services Officer ([democracy@witney-tc.gov.uk](mailto:democracy@witney-tc.gov.uk)) prior to the meeting, stating the reason for absence.

Standing Order 30(a)(v) permits the appointment of substitute Councillors to a Committee whose role is to replace ordinary Councillors at a meeting of a Committee if ordinary Councillors of the Committee have confirmed to the Proper Officer before the meeting that they are unable to attend.

##### **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 - 6)**

a) To adopt and sign as a correct record the minutes of the Parks & Recreation Committee held on 1 November 2021

b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress on any item).

4. **Participation of the Public**

The meeting will adjourn for this item.

Members of the public may speak for a maximum of five minutes each during the period of public participation, in line with Standing Order 42. Matters raised shall relate to the following items on the agenda. 5

5. **Food Trading at Recreation Grounds** (Pages 7 - 8)

To consider the report of the Deputy Town Clerk

6. **King George V – Provision of Toilets** (Pages 9 - 10)

To consider the report of the Project Officer.

7. **Quarry Road Play Area – Additional Equipment** (Pages 11 - 16)

To consider the report of the Project Officer.

8. **Land at Witney Road Ducklington** (Pages 17 - 28)

To consider the report of the Operations & Estates Advisor.

9. **Finance/Budget Report** (Pages 29 - 54)

To consider the report of the Town Clerk.



Town Clerk

**PARKS & RECREATION COMMITTEE MEETING OF THE  
WITNEY TOWN COUNCIL**

**Held on Monday, 1 November 2021**

**At 6.00 pm in the Gallery Room, The Corn Exchange, Witney**

**Present:**

Councillor V Gwatkin (Chair)

Councillors:	D Butterfield T Ashby	L Duncan D Enright
Officers:	Adam Clapton Simon Wright	Deputy Town Clerk Democratic & Legal Services Officer
Others:	No members of the public.	

**PR542 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Joy Aitman, Luci Ashbourne and Andy McMahon.

**PR543 DECLARATIONS OF INTEREST**

There were no declarations of interest from members or officers.

**PR544 MINUTES**

The minutes of the Parks & Recreation Committee held on 6 September 2021 were received as a correct record.

Minute No. PR454 – Football, Cricket, Bowls & Park Run Update

The Chair advised that the provision of a defibrillator, toilet facility and pitch marking at King Georges Field has been identified as part of the Football Association funding.

The Deputy Town Clerk reported that discussions were ongoing with Witney Bowls Club regarding moving the irrigation controller and ongoing responsibility for irrigation.

Minute No. PR455 – Committee Work Plan

The committee expressed disappointment that the work at Park Road play area was yet to be completed. It was noted that whilst the equipment was in place the safety matting was yet to be finished and full safety inspections undertaken. The committee was assured that officers were liaising with the contractors to get the work finished.

Clarification was sought regarding the funding for Burwell Hall changing rooms and it was confirmed that some of the allocated funding could be used to start the project. The Committee resolved to allocate the funding accordingly to employ architects and carry out scoping work on budgets, permissions required and potential timelines.

PR545 **PARTICIPATION OF THE PUBLIC**

There was no public participation.

PR546 **SEWER TO THE LEYS BOWLS CLUB**

Consideration was given to the report of the Project Officer outlining options for remedial works to the sewer at The Leys serving Witney Town Bowls Club.

The Committee noted the background and considered the need to undertake works to resolve the issue in light of the likely wider development of the site. It was agreed that the new sewer should run around the edge of the site as this would reduce disruption. In respect of budget it was agreed that a request for £25,000 be made.

**Resolved**

1. That, the quotation as presented be noted;
2. That, the project be progressed with the new sewer being installed around the edge of the site; and
3. That, the Council be requested to allocate a budget of £25,00 for the scheme in the 2022-2023 budget.

**Councillor Butterfield joined the meeting at this juncture.**

PR547 **FINANCIAL REPORT: REVISED REVENUE BUDGET 2021/22 AND DRAFT BASE REVENUE BUDGET FOR 2022/23**

The Deputy Town Clerk advised that it had not been possible to finalise the budget papers as the recharges had yet to be included.

The Committee considered the draft figures and noted the present position.

**Resolved**

1. That, the report be noted; and
2. That, the revised base revenue budget for 2021/22 and estimated base revenue budgets for 2022/23 be approved

PR548 **SCHEDULE OF PROPOSED FEES & CHARGES 2022/23**

The Committee considered a schedule of proposed fees & charges for 2022/23.

The Deputy Town Clerk advised that the Policy, Governance & Finance Committee had agreed that the fees and charges of the Town Council for 2022/23 should rise in line with inflation which equated, when rounded down, to a 3% rise.

**Resolved**

That, the Recreation Fees & Charges for 2022/2023 be approved.

PR549 **REVENUE GROWTH ITEMS, SPECIAL REVENUE PROJECTS & CAPITAL PROJECTS**

The Committee noted that it had not been possible to provide this report for the meeting and would be circulated to members for comment in due course. It would also be included in the agenda for the next Policy, Governance & Finance Committee for decision.

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The meeting closed at: 6.25 pm

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Chair

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## **PARKS & RECREATION COMMITTEE**

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**Date:** Monday, 10 January 2022  
**Title:** Food Trading at Recreation Grounds  
**Contact Officer:** Deputy Town Clerk – Adam Clapton

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### **Purpose of the Report**

To consider food trade operation from the Town Council's Recreation Grounds in 2022.

### **Background**

During 2021 the Town Council was approached by separate food trading businesses seeking permission to operate vans at West Witney Sports Ground and The Leys over the summer.

Although agreed by this Committee, the operation at The Leys could not take place as it is listed as a designated Street Trading Area and consent was required from West Oxfordshire District Council. It was not possible for the applicant to apply within the timeframe.

The operation at West Witney Sports Ground, linked to the Sports & Social Club, was agreed for a period of six months from 3<sup>rd</sup> August – 3<sup>rd</sup> February 2022. No Street Trading Consent was required.

### **Current Situation**

The Town Council may receive further requests for permission at The Leys again this summer and the agreement made at West Witney Sports Ground is coming to an end.

Historically, the Council provided one pitch at The Leys for summer food trading which was advertised in the Spring for any interested parties to submit sealed bids. The Council is asked to consider whether it would like to consider this approach for 2022 or resolve to allow a pitch at both The Leys and West Witney on a first come, first serve basis.

It should be noted that the operator at West Witney Sports Ground supplies hot food for the Sports & Social Club and has complied with all requests and has worked with the Council throughout the duration of their agreement.

### **Environmental impact**

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Environmental terms and conditions were imposed on the potential operator at The Leys in 2021, including the use of a generator etc. These should be re-imposed on any subsequent agreement.

### **Risk**

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

### **Financial implications**

- Food trading pitches generate an income for the Town Council, with little or no outlay on its part.
- In 2021, the cost of the pitches was calculated as a proportionate cost of the resolved Grounds hire charges. Rental income in the six-month period at West Witney Sports Ground equates to £4,500 (net).

### **Recommendations**

Members are invited to note the report and consider:

1. Continuing the food trading arrangement at West Witney Sports Ground with the current operator, end date and charge to be confirmed; and,
2. Whether the Council would like to allow franchise pitches on its grounds in the summer of 2022; and if yes,
  - a) Whether these should be on a first come, first serve basis or,
  - b) Whether expressions of interest should be advertised. Details on this could be brought to the March meeting of the Committee.



## PARKS & RECREATION COMMITTEE

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**Date:** Monday, 10 January 2022

**Title:** King George V – Provision of Toilets

**Contact Officer:** Project Officer - Nicky Cayley

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### Background

In August 2021, a meeting was held with Members, Town Council Officers, a representative from the Oxfordshire F.A and representatives from the local football clubs, at the end of which the clubs were tasked with drawing up a ‘wish list’ of potential facility improvements. One of the items on the list was toilets at King George V Field and it was noted there was a grant available for such items from the F.A. The Project Officer has been tasked with looking into this further to see how this could be achieved.

### Current Situation

The Project Officer has been in contact with Andy Earnshaw, Business and Facility Development Manager for the Oxfordshire F.A to establish exactly what sort of facilities would be suitable for funding. He confirmed that funding was possible for 75% of up to £25,000 and that “what [they are] seeing now is clubs using companies that sell converted containers hosting toilets, storage, changing rooms etc”.

The Project Officer has obtained some rough costings for a converted shipping container and they are in the region of £14,000 - £15,000. However, this is for one set of toilets in one container and the F.A has a strong preference for two sets, one for players and one for spectators, for safeguarding reasons. The F.A would also require the toilets to be locked so that only the football teams could benefit from them.

The F.A will not fund anything other than the container so the Council will need to consider how it would fund the pipework to connect the container to water and sewers and potentially install an electrical connection. The Maintenance and Environment Officer and the Project Officer would expect this to be significant – at least £25,000 based on the cost of the quote for a new pipe at The Leys.

Members should also take into account the revenue cost for cleaning. The Cemeteries, External Contracts and Compliance Officer was recently quoted in the region of £6,000 p.a for twice daily cleaning of The Leys toilets – whilst these toilets are not likely to need twice daily cleaning, there would still be a cost implication.

As the container would be connected to the water mains, it could not be classified as a temporary structure and would therefore need planning permission. This may not be straightforward as King George V Field is in a conservation area. The Maintenance and Environmental Services Officer and the Project Officer have identified a location towards the back of the field for the potential siting of the container which they would hope would minimise its impact on the surroundings.

### **Environmental impact**

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates. There is a carbon footprint associated with the shipping containers manufacture but using a recycled container is a better option than a new one.

### **Risk**

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability. This project involves a high level of Council investment so should be considered with care. Additionally, if the Council takes ownership of the Woodgreen field and the football moves to that location, a significant amount of money will have been spent for a short-term gain.

### **Financial implications**

The financial implications are:-

- Purchase of a converted shipping container – if grant funding application was successful then the Council would need to fund around £3,750 – bearing in mind that the F.A have preference for two sets of toilets
- Water, sewage, and possibly electrical connection – at least £25,000
- Revenue costs of cleaning
- Planning permission application (awaiting a quotation from WODC)

This project has not been funded in the 2022/23 draft budget.

### **Recommendations**

Members are invited to note the report and consider whether the Town Council should obtain further costs on connection to services for the container before going ahead with sourcing a firm price for the container and applying for a grant from the F.A.

## PARKS & RECREATION COMMITTEE

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**Date:** Monday, 10 January 2022

**Title:** Quarry Road Play Area – Additional Equipment

**Contact Officer:** Project Officer - Nicky Cayley

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### Background

The Council has budgeted £5,000 to add additional play equipment in Quarry Road Play area. The Project Officer understands the amount was to provide one or two smaller items as an interim before the whole park was renewed.

### Current Situation

The Project Officer has made site visits to the Quarry Road play area. What could be added to the existing park is limited due to the space remaining. There are also minimum requirements in terms of siting equipment away from the fencing. This means that any additional equipment would need to be sited centrally in the park. Ideally when adding equipment to a play area, it is better to bring a new type of play value rather than replicate what is already present. Members should also be mindful of the fact that a play park should not be “overfilled” as children need a certain amount of space to run freely and not bump into equipment.

A play company has provided some options of the type of equipment that could be purchased and installed in line with a £5,000 budget for illustrative purposes (attached with site picture).

The Project Officer has also discussed the ideas with the Maintenance and Environmental Officer. He believes that if there were simple items requiring a post/pole type installation, the Works Team may be able to install them, although at present the team is very stretched so an imminent installation would not be certain. Some of the equipment in the quotes would need professional installation and in all cases a post installation inspection.

Another option would be to extend the fencing to make the park larger in size. The Works Team may also be able to install the additional fencing. Due to the location of the path and the trees it would only be possible to extend the park by 4m in length which would provide an extra 64m<sup>2</sup> of space. This would mean that more equipment could be installed.

However, extending the park would remove a significant amount of free play space for the residents and the Project Officer believes that the size of the existing play area is appropriate for the location. All the equipment is sound in terms of safety and in terms of lifespan it will last for another 5 years, after which it should ideally be renewed.

## Options

1. Install a few small items to the value of £5,000 as soon as practicable. This may or may not be able to be carried out by the Works Team depending on availability and what is chosen.
2. Extend the play area to enable more play equipment to be installed – with the existing budget this would reduce the amount available for equipment.
3. Leave the play area as it is and commit to completely renewing the play equipment at the end of its life – approximately 5 years' time. This would give residents a new play area which would then have a 15 – 20-year lifespan. It would also avoid the piecemeal approach that has been taken in the past which results in play areas having a mix of old and new equipment – meaning that a play area never feels truly refreshed and any opportunity for a new and innovative design is lost. As part of this a complete review of all play areas could be done, so that a proper renewals programme can be drawn up rather than putting in odd pieces of equipment ad hoc, in line with the Council's Open Spaces Strategic Action IS1.

## **Environmental impact**

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

Play equipment generates a significant carbon footprint both in terms of the manufacturing process and the delivery process. It reduces the carbon footprint to have a larger amount of equipment delivered rather than items individually.

## **Risk**

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability. The risk in installing a few new pieces of equipment at this point in time is that future options for redesign would be limited.

## **Financial implications**

Examples of play equipment are attached to this report for financial information. If the Works Team were to install, costs would be reduced but there are currently no guarantees that the team would be able to do so.

Extending the play area would require an extra 8m of fencing at a cost of £379.70.

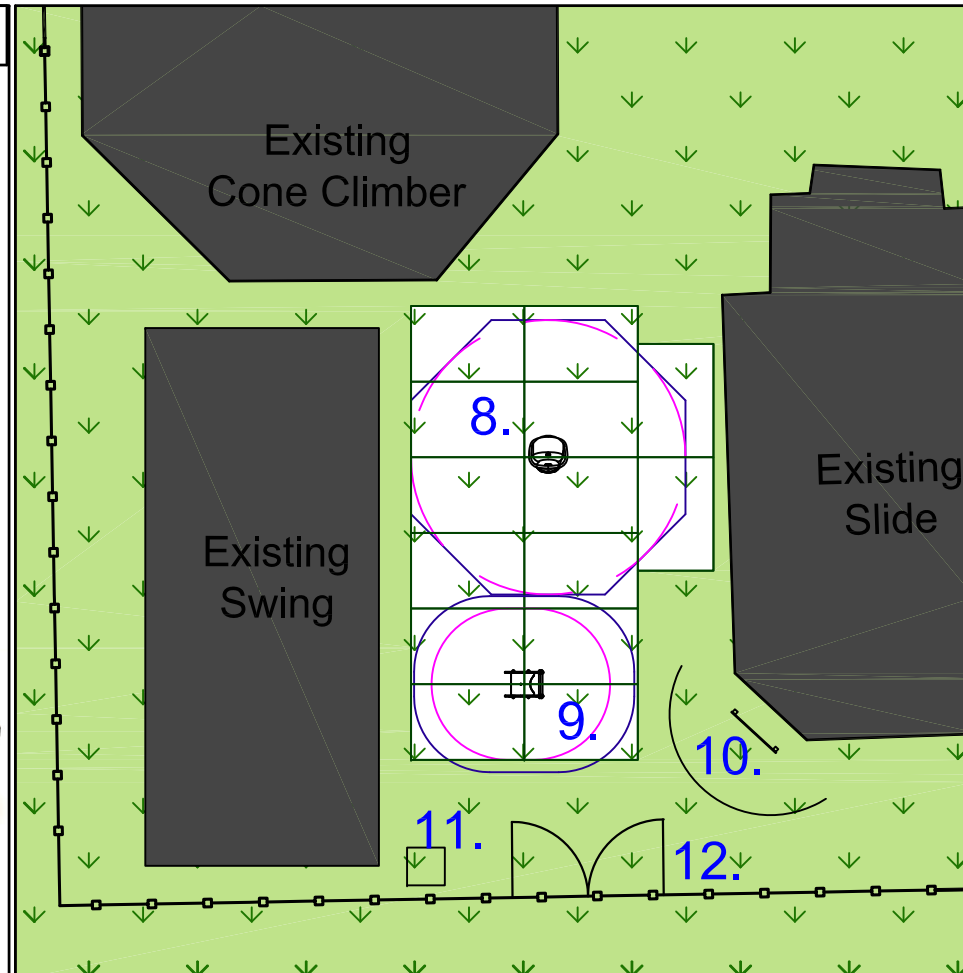
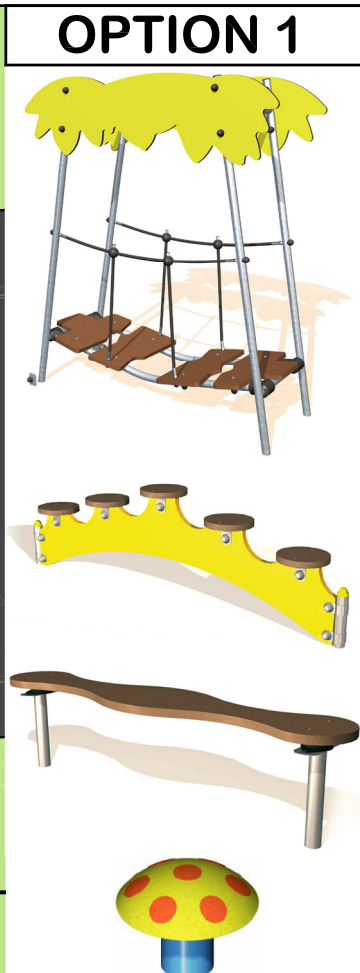
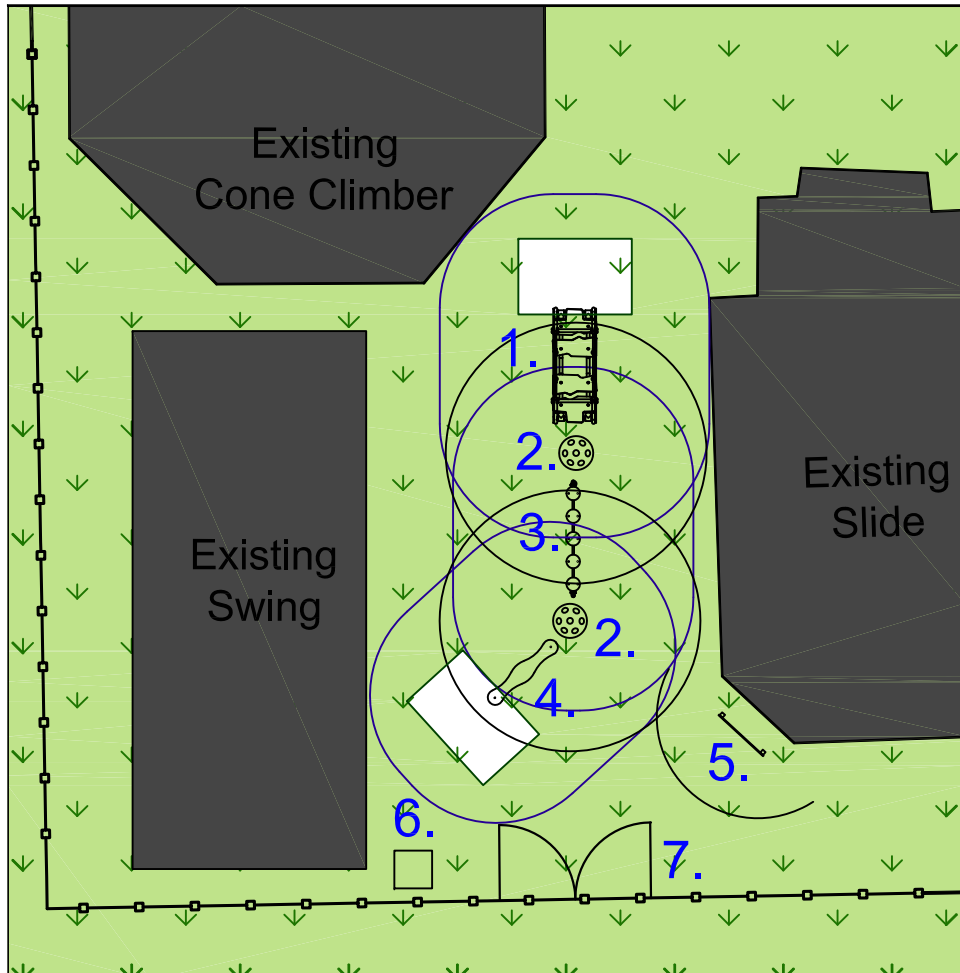
To refurbish the play area completely in 5 years' time it would be recommended to budget for at least £40,000.

## **Recommendations**

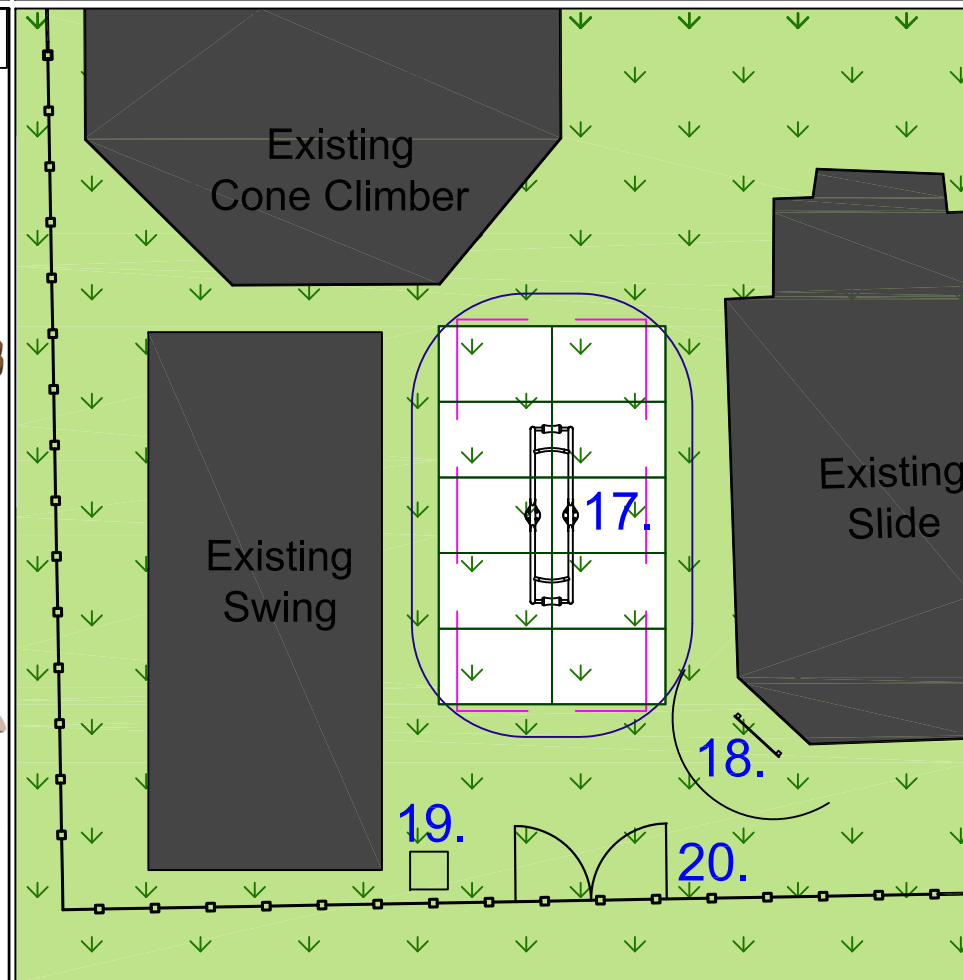
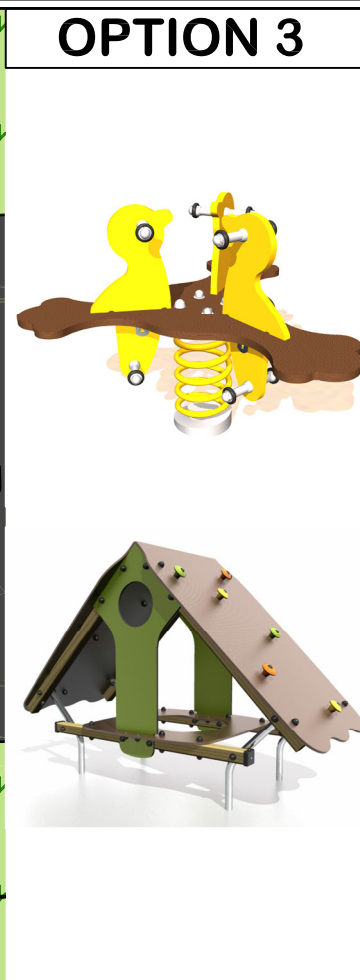
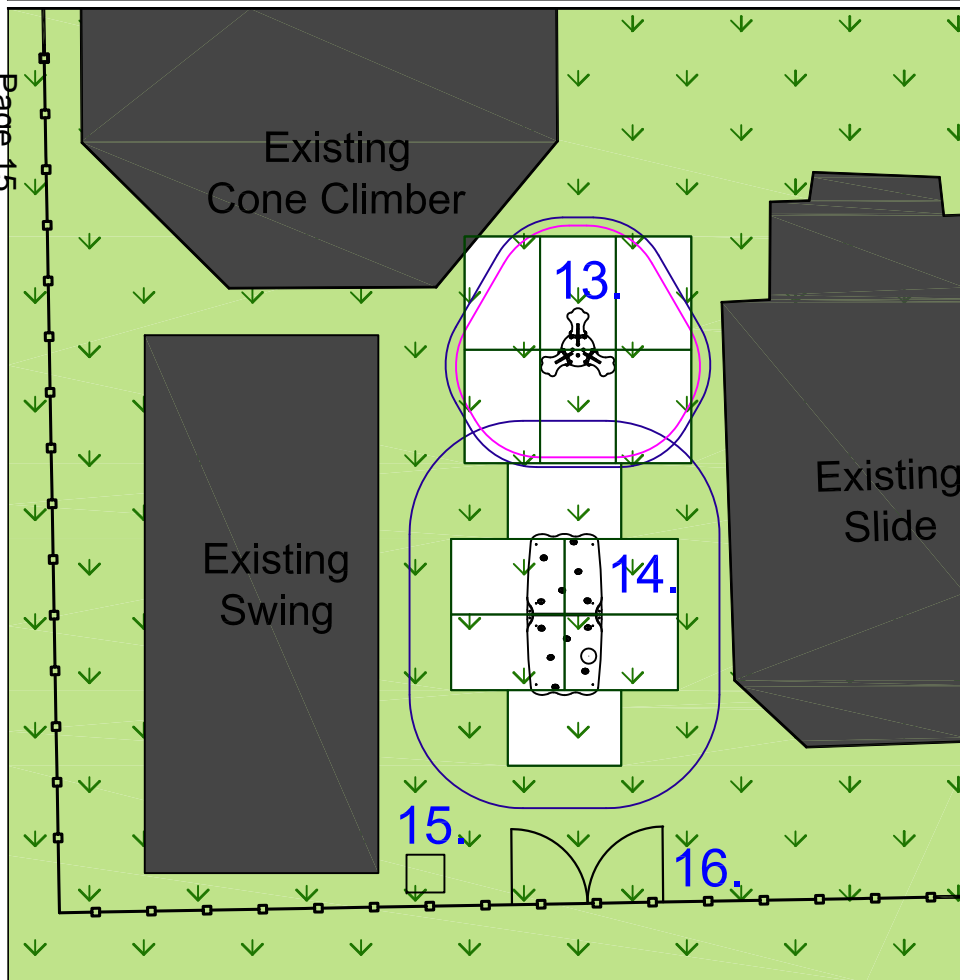
Member are invited to note the report and consider which option to recommend to Council.



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- #### ITEMS LIST
- OPTION 1 - 2111.31777**
- Equipment**
- 1. Bridge Ref: J2613A
  - 2. 2x ILP 300mm High Single Stand Alone Mushroom Seat Ref: UKILPMS300
  - 3. Little Steps Ref: J12A
  - 4. Rocking Path Ref: J14A
  - 5. Fahr Tic Tac Toe Play Panel (800x595mm) including 2No. posts Ref: UKFITICTAC6
- Ancillaries**
- 6. Existing Bin
  - 7. Existing Fence
- Safety Surfacing**  
Area to be surfaced with 3m<sup>2</sup> Grassmat as shown.
- Miscellaneous**  
Prelims have been included.
- Optional Extras**  
Post Installation Inspection.
- OPTION 2 - 2111.31779**
- Equipment**
- 8. Spinning Bowl Ref: J2411A
  - 9. Star Springler Ref: J856A
  - 10. Fahr Tic Tac Toe Play Panel (800x595mm) including 2No. posts Ref: UKFITICTAC6
- Ancillaries**
- 11. Existing Bin
  - 12. Existing Fence
- Safety Surfacing**  
Area to be surfaced with 21m<sup>2</sup> Grassmat as shown.
- Miscellaneous**  
Prelims have been included.
- Optional Extras**  
Post Installation Inspection.
- OPTION 3 - 2111.31781**
- Equipment**
- 13. Chickies Springer Ref: J846A
  - 14. Climbing Hut Ref: J254A
- Ancillaries**
- 15. Existing Bin
  - 16. Existing Fence
- Safety Surfacing**  
Area to be surfaced with 18m<sup>2</sup> Grassmat as shown.
- Miscellaneous**  
Prelims have been included.
- Optional Extras**  
Post Installation Inspection.
- OPTION 4 - 2111.31782**
- Equipment**
- 17. Double Perch Ref: J986A
  - 18. Fahr 3 in a Row Game Play Panel (800x595mm) including 2No. posts Ref: UKFIROW6
- Ancillaries**
- 19. Existing Bin
  - 20. Existing Fence
- Safety Surfacing**  
Area to be surfaced with 15m<sup>2</sup> Grassmat as shown.
- Miscellaneous**  
Prelims have been included.
- Optional Extras**  
Post Installation Inspection.
- Proposed Grassmat Safer surfacing is based on a fully established grass site (including a minimum of 150mm of good quality soil and turf).*
- Proposed Grassmat will follow the natural contours of the land.*
- Preliminaries have been included within your quotation, these equate to site setup, site storage, unloading of equipment, site welfare, heras fencing & signage and skips (this can also include supervision where necessary).*
- Some images shown are for illustrative purposes only. The quote and items list will show the exact equipment used.*



- PRODUCT KEY**
- Grassmat
  - Existing Grass
  - Free Fall
  - Existing Wetpour
  - Existing Fence/line
  - Free Space

Page 15

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## PARKS & RECREATION COMMITTEE

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**Date:** Monday, 10 January 2022

**Title:** Land at Witney Road, Ducklington

**Contact Officer:** Operations & Estates Advisor - John Hickman

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### Background

Lakeside allotments were constructed in 1989/90 and access to and from the allotments is via a concrete roadway marked in yellow on the plan. Witney Town Council does not own the roadway and only has the rights of access to and from the allotments. Two public footpaths from Ducklington run across the adjacent field and connect via a footbridge marked on the plan with the public footpath running alongside the ½ of the southern boundary of the allotments closest to the lake. The Public footpath runs from Ducklington to the North-western corner of Witney Lake through the underpass and on into Town.

The concrete access road has always been private and does not provide public access to the footpath at the Eastern end of the road with a fence and signage maintained between the concrete roadway and public footpath on Witney Town Council land.

Initially there were issues with members of the public cutting through this fence to gain easy access from the concrete roadway to the start of the footpath on Witney Town Council property. The council carried out repairs and strengthening the fence each time this happened and has been maintained by council as a preventative barrier to access from the concrete roadway to the footpath since.

In early 1994 the farmer of the neighbouring property inserted a stile in his fence line opposite the entrance gates to the allotments giving access from the public footpaths on their land onto the concrete roadway the location is marked by a green dot on the plan. The Town Clerk at the time arranged for the stile to be removed and the farmer written to regarding this however the farmer replaced the stile again.

### Current Situation

In approximately 2004/5, the Operations & Estates Advisor believes a kissing gate was placed into the fence line where the stile had previously been by the Town Council (it stands in the majority roadway-side of the boundary fence line which indicates this) which gives easy access to the public footpaths from this private road.

Also, after that date Witney Town Council has maintained the limestone path through the gate and also attached sheep fencing to the gate to prevent sheep escaping from the field through the gaps in the kissing gate fence but is unable to find any documentation to support or refute this.

The current owner of the access road to the allotments has recently been in touch with Witney Town Council regarding parked vehicles on the access road that has no connection with the allotments and a regular flow of people walking down the access road to visit Witney Lake. The owner originally wanted additional gates fitted to prevent unauthorised access along this roadway, however after further thought felt initially that additional signage making it clear it was a private road and access was for allotment holders only, with some additional no parking signs to concrete area at the corner of the Allotments.

The Operations and Estates Advisor arranged with the owner the installation of the additional signage, which was completed at the end of June 2021, the road owner was in agreement with these signs when installed and intended to review the signage, parking and flow of people at the end of the year.

However, it now appears the developers of the adjacent land have submitted a planning application indicating this private roadway is an existing pedestrian route.

The owner of the road asks that Witney Town Council now remove the kissing gate that has been placed in the fence line by the adjacent landowner and replace it with fencing to close the access from road to the footpaths.

Council could possibly install a new access gate/s and associated fencing across the access road at the South-eastern end of the allotments highlighted blue on the plan to prevent pedestrian or vehicular access unless you were an allotment holder with a key or code to the gate. The gate would have to be closed and locked behind each person as they entered or left and could possibly also lead to confrontation for the allotment holders with members of the public regards access.

### **Environmental impact**

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

### **Risk**

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability. The installation of an additional access gate could lead to altercations with members of the public for allotment holders.

Members of the public may consider that this is an established right of way and complain that this right had then been removed, should the kissing gate be closed or at this point in time or an additional set of gates and fencing be installed on the roadway.

### **Financial implications**

The associated cost of removing the kissing gate and replacing the fence should council decide to remove the kissing gate.

The possible associated cost to purchase and install additional gate fencing and locks.

## **Recommendations**

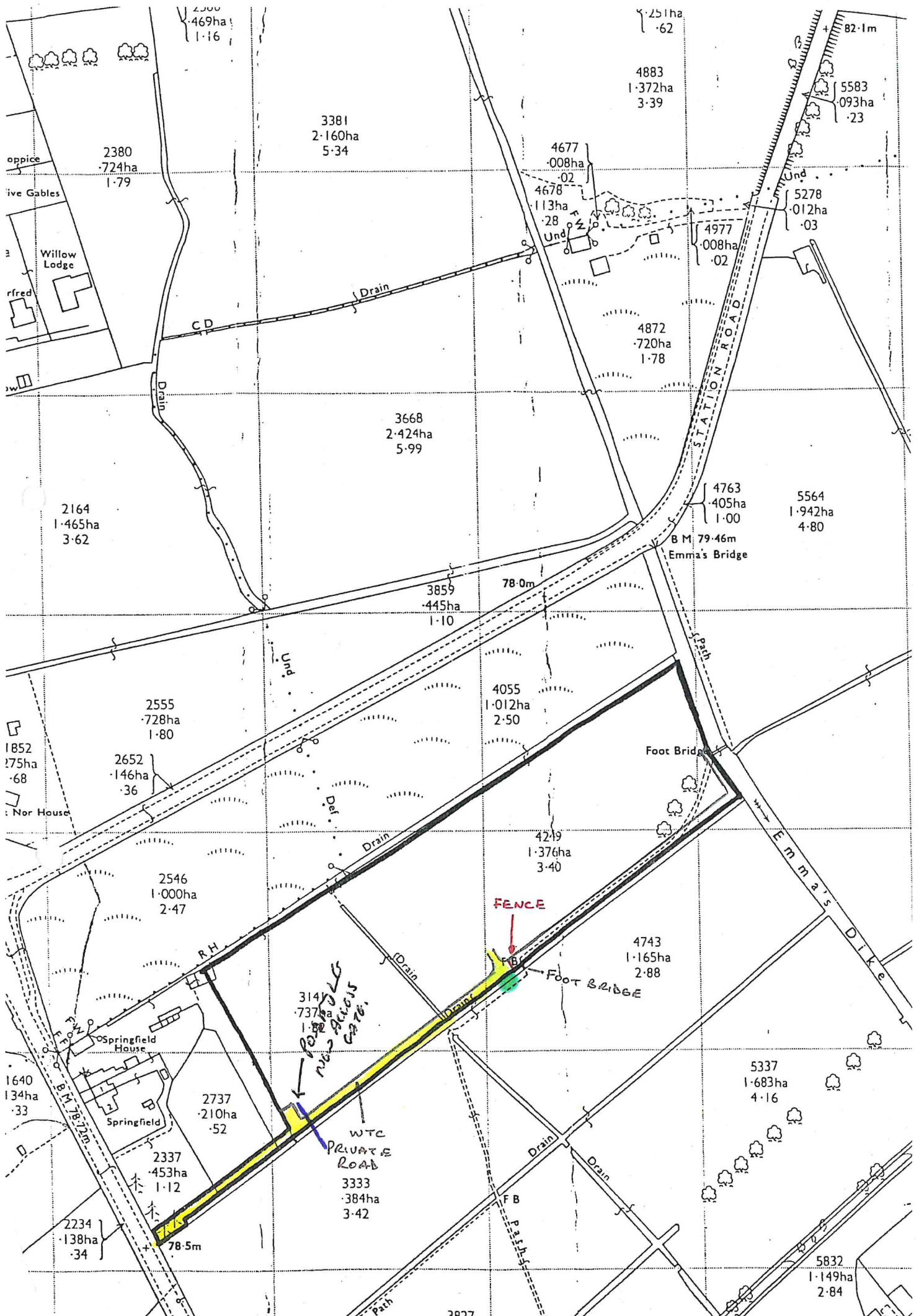
Members are invited to note the report and consider the following:

1. If councillors would want to remove the existing kissing gate and close of the fence line to prevent pedestrian access.
2. The installation of a new access gate and associated fencing across the access road at the South-eastern end of the allotments.

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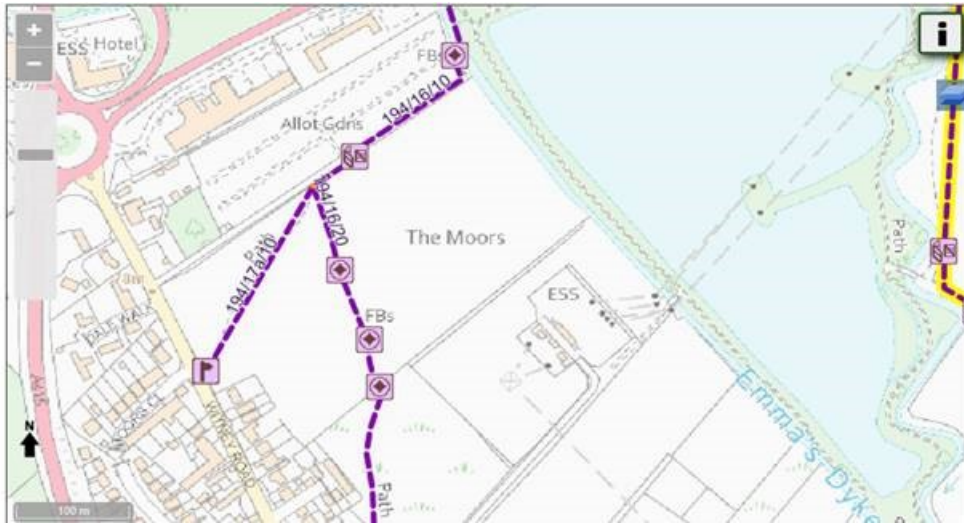


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## PARKS AND RECREATION COMMITTEE

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**Date:** Monday 10<sup>th</sup> January 2022  
**Title:** **Finance & Budget Report**  
**Contact Officer:** Town Clerk/RFO – Sharon Groth

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### BACKGROUND

Following the decision at the EOC on 5<sup>th</sup> January 2022 the purpose of this report is to provide the necessary information for Members to review the Committee’s revenue and capital expenditure [and income if appropriate] in order to identify areas for savings, as well as realistically prioritising projects to support the Council’s emerging medium term financial strategy.

### CURRENT SITUATION

The Town Clerk has extracted information from her final budget report submitted to the EOC relevant to this Committee for ease of reference.

### RECHARGE FROM THE WORKS DEPARTMENT [COST CENTRE 601] & CENTRAL SUPPORT [COST CENTRE 602]

It should be noted that the revised estimates and the estimates for next year do not include the recharges from these two cost centres; these will be calculated after the budget has been adopted.

### RECHARGE FROM AGENCY SERVICES – GROUNDS CONTRACT [COST CENTRE 503]

Similarly with regard to the Grounds Maintenance Contract – [shown as 4891- Agency Services Recharge] – Members will be aware that the present contract has been extended to end on 30 September 2022 and a new specification is currently being drawn up to take account of the outcomes from the Open Spaces Strategy - so for the purposes of this report the current years actual known figures have been retained with a 5% inflationary increase applied, in order to be able to make comparison on a like for like basis across the two years. It is hoped that the Council will be able to make a decision on the future of its Grounds Maintenance Service early in the new year when the Consultant has finalised his report.

### COMMITTEE: PARKS & RECREATION COMMITTEE

The Committees Draft Revised Budget for 2021/22 and Estimates for 2022/23 are attached at **Appendix A** along with budget notes at **Appendix B**.

## 201 – SPLASHPARK

This shows the expenditure relating to the Splashpark at the Leys Recreation Ground.

**An EMR (A/c 361) for the eventual replacement was set up when the Splashpark was opened in 2015 – with consideration that the facility would last approx. 10 years. £25,000 has been set aside each year and added to the precept. The current balance on the EMR is £155,000. As the EMR is slightly higher because of some surplus budgets being added to it along the way it is proposed that £10,000 is only set aside in 22-23. There are some grounds works required and these will be funded accordingly.**

## 202 – THE LEYS RECREATION GROUND

This includes all income from sports/ground hire and expenditure relating to the management of the Leys including the adventure play area

4017 – Contract Clean/Waste this includes the contract cleaning of the toilets and changing rooms at the Leys Recreation Ground, but has been reduced due to the contract being re-negotiated and the number of cleans being reduced.

4059 – Professional Fees the Open Spaces Strategy identifies a number of actions such as SP7 a condition survey, and SP8 a Masterplan. Both these will require professional input and therefore a budget of £10,000 has been included in the estimates for 2022-23. **An EMR has been set up (A/c 367) to address the issue relating to the sewer pipe running from the Witney Town Bowls Club to the main sewer, as well as the works identified in the Open Spaces Strategy. The current balance stands at £32,900 with an additional £25,000 set aside in the estimates for 2022-23, in addition to the £10,000 for professional fees.**

4110 – Subsidised Lettings it has been assumed that the Council will offer subsidised use of the Leys Recreation Ground for third events such as the Witney Carnival, Libfest, and Witney Music Festival if they all go ahead in 2022 (and a corresponding income entry is provided under 1052/202).

## 203 – WEST WITNEY SPORTS GROUND

This includes all income from sports, and the various tenants, as well as the expenditure relating to the management of the site, including the Clubhouse

1050 – Rent Received. Additional rental income has been generated in the current financial year by allowing the Snack Shack to trade from the Council's premises. A review of this offering will be carried out early in the new year however for the time being it hasn't been assume that this will continue at this stage.

4017 – Contract Clean/Waste due to the H&S issues which closed the clubhouse building down the Council purchased portaloos to support all other site users. As part of the purchase contract cleaners were used to keep the toilets cleaned. It is understand from the Compliance Officer that the Social club now undertake the cleaning themselves therefore the contract has been terminated accordingly.

#### 204 – BURWELL (QE2) SPORTS GROUND

This includes all income from football and the cost of maintaining the recreation ground including the play area/MUGA

4048 – Sports Equipment a sum of £3,000 has been set aside in next years budget in order to re-mark the MUGA at Burwell because it needs redoing.

#### 205 – KING GEORGES V /NEWLAND

This includes income from football and the cost of maintaining the recreation ground including the play area

#### 207 – MOORLAND ROAD PLAY AREA

#### 208 – WOOD GREEN PITCHES/PLAY AREA

#### 209 – ETON CLOSE PLAY AREA & TINY FOREST

#### 210 – OXLEASE PLAY AREA

#### 211 – FIELDMERE PLAY AREA

#### 212 – QUARRY ROAD PLAY AREA

#### 213 – RALEIGH CRESCENT PLAY AREA

#### 214 – PARK ROAD PLAY AREA

All the above cost centres [207 – 214] relate to the cost of maintaining the Council's play areas – there are no significant changes that require pointing out as part of this report.

### EARMARKED RESERVES (EMR)

The Town Clerk has referred to the use of some EMR's in the report above to suggest how expenditure can be funded, as well as some Capital and Special Revenue Projects later in this report to make the budget affordable and limit future increases in the precept/Band D Council Tax – as well as setting clear priorities to inform an emerging medium term financial strategy.

A full list of the EMRs is provided in the attached appendices for Member's information (**Appendix C**).

However, in respect of this Committees responsibilities there is an EMRs which could be repurposed and designated for alternative use – or just added to the General Fund in order to bring it to the recommended level.

- 375 – CCTV Leys & Burwell Rec      £10,000

This was set aside when there was considerable amount of ASB on the Leys and Burwell. WODC/TVP installed a mobile camera at the Leys – and nothing further has been heard about the requirement for CCTV at Burwell. However the Town wide CCTV scheme is very dated and has been under review for a considerable number of years – it is questionable whether any further addition would be supported – particularly as Burwell is slightly further out of town. Members should consider the benefits this asset would bring.

## S106/DEFERRED GRANTS

The funds which are held as deferred grants unapplied from S106 receipts that have been paid over are as follows:

<b>Deferred Unapplied Grants</b>	<b>(From)</b>	<b>31.03.22</b>
		£
Sale of Land Allotments	WODC	191996
S106 Corn Exchange	WODC	128573
S106 West Witney Sports	WODC	310325
S106 Burwell Sports	Abbeymills Homes	25000
S106 C/Ex	Abbeymills Homes	12250
S106 Skate Park	Abbeymills Homes	12250
Bus Shelters etc	Abbeymills Homes	3295
		683688

**It should be noted that further S106 funds are pledged but not yet received.**

## CAPITAL & SPECIAL REVENUE PROJECTS

As explained at the presentation on 13 December 2021 via Zoom – the first draft budget was based on all the projects identified during committee meetings in the course of the year as well as those identified via the Open Spaces Strategy. Pulling it altogether for the budget it became obvious that the list wasn't realistic/physically achievable or affordable (unless the Council wished to put up the precept by 25%).

On the 20 December 2021 the Town Clerk met with the Chairs of Committees to go through the projects to try and refine the budget and get guidance on possible % increases to the precept. The Town Clerk has done her best to interpret these instructions. To enable workload to be planned properly during the coming financial year the resultant project list is provided at **Appendix D** along with **Appendix E** which details projects in progress in the current year.



The Town Clerk would urge the Committee to scrutinise its project list and prioritise them accordingly – this may mean some are deferred to future years – but this will help inform the emerging medium term financial strategy.

## ENVIRONMENTAL IMPACT

Having declared a Climate Change Emergency at its Council meeting on 26 June 2019 – with this in mind Councillors should have due regard to the environmental impact of any decisions they make with regard to its facilities and services it operates.

## RISK

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

Proper and sound financial management is necessary as all Councillors are collectively responsible for the budget, particularly expenditure and ensuring it is expended lawfully and in line with the Council's Financial Regulations.

As Town Clerk, the Council's Proper Officer and Responsible Financial Officer it is her job to advise accordingly, in line with Financial Regulations and Statute. She has carried out extensive scrutiny of the Council's income and expenditure but in line with the resolution at the EOC the figures are presented for scrutiny by the Committee in order to identify savings.

Members should note that given the uncertainty around the pandemic it would not be prudent to increase income because of the limited customer base and demand for things such as football pitches. Unless Members want to increase its fees and charges beyond the already agreed inflationary increases then the Town Clerk would advise no change to budgeted income.

## FINANCIAL IMPLICATIONS

This report forms part of the Council's due diligence and a process in line with its Financial Regulations. The financial implications are detailed above and also in the attached appendices.

## RECOMMENDATIONS

Members are invited to note the report and consider how it can reduce its revenue expenditure as well as prioritising projects to inform a medium-term financial strategy for the Council.

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Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b><u>Parks &amp; Recreation</u></b>										
<b><u>201</u></b>	<b><u>SPLASHPARK</u></b>									
4012	WATER RATES	15,000	2,599	12,000	820	3,000	0	12,000	0	0
4016	CLEANING MATERIALS	275	0	300	290	300	0	275	0	0
4036	PROPERTY MAINTENANCE	8,000	2,047	5,000	2,827	5,000	0	5,000	0	0
4037	GROUNDS MAINTENANCE	9,000	0	0	0	0	0	0	0	0
4047	PLAY EQUIP MAINTENCE	2,500	7	2,500	0	2,500	0	2,500	0	0
4048	ENG.INSPEC.(VATABLE)	500	500	500	0	500	0	500	0	0
4491	TFR TO EARMARKED RES	25,000	42,500	0	0	0	0	0	0	0
4888	O/S STAFF RCHG	14,122	3,171	7,962	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	2,594	1,117	1,437	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	14,130	0	13,274	0	16,523	0	16,704	0	0
5198	Deferred Grants Released	0	-19,286	0	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	66,802	0	0	0	0	0	0	0
	<b>Overhead Expenditure</b>	<b>91,121</b>	<b>99,457</b>	<b>42,973</b>	<b>3,938</b>	<b>27,823</b>	<b>0</b>	<b>36,979</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>(91,121)</b>	<b>(99,457)</b>	<b>(42,973)</b>	<b>(3,938)</b>	<b>(27,823)</b>		<b>(36,979)</b>		
<b><u>202</u></b>	<b><u>THE LEYS RECREATION GROUND</u></b>									
1020	SPORTS - FOOTBALL	1,000	661	1,000	1,163	1,163	0	1,000	0	0
1021	SPORTS - CRICKET	1,500	57	500	0	0	0	0	0	0
1043	GREEN FEES - WTBC	4,420	4,420	4,485	4,485	4,485	0	4,620	0	0
1050	RENT RECEIVED	1,000	1,000	1,000	1,000	1,000	0	1,000	0	0
1051	GROUND HIRE	18,520	13	18,520	11,175	11,175	0	11,175	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1052	EXPENSES RECOVERED	1,000	375	500	60	60	0	150	0	0
1058	WATER RECOVERED	180	175	175	175	175	0	150	0	0
<b>Total Income</b>		<b>27,620</b>	<b>6,701</b>	<b>26,180</b>	<b>18,058</b>	<b>18,058</b>	<b>0</b>	<b>18,095</b>	<b>0</b>	<b>0</b>
4001	SALARIES	0	4,669	0	0	0	0	0	0	0
4002	ER'S NIC	0	108	0	0	0	0	0	0	0
4003	ER'S SUPERANN	0	272	0	0	0	0	0	0	0
4012	WATER RATES	3,500	2,626	4,000	0	3,000	0	3,000	0	0
4016	CLEANING MATERIALS	150	0	150	0	0	0	0	0	0
4017	CONTRACT CLEAN/WASTE	3,750	5,971	16,500	4,936	9,500	0	9,500	0	0
4025	INSURANCE	300	224	250	224	224	0	240	0	0
4036	PROPERTY MAINTENANCE	10,000	1,756	10,000	2,576	5,000	0	7,500	0	0
4037	GROUNDS MAINTENANCE	5,000	98	5,000	144	1,000	0	5,000	0	0
4038	OTHER MAINTENANCE	0	0	2,500	0	1,500	0	2,500	0	0
4040	ARBORICULTURE	2,300	2,300	0	0	0	0	0	0	0
4046	SPORTS EQUIPMENT	2,000	481	2,000	73	2,000	0	2,000	0	0
4047	PLAY EQUIP MAINTENCE	6,500	118	6,500	0	3,500	0	5,000	0	0
4048	ENG.INSPEC.(VATABLE)	5,000	398	430	5,024	430	0	430	0	0
4049	PLAY RISK ASSESSMENT	1,750	62	1,750	123	125	0	1,000	0	0
4059	OTHER PROF FEES	0	0	0	0	0	0	10,000	0	0
4099	MISCELLANEOUS	0	0	0	320	1,000	0	0	0	0
4110	SUBSIDIZED LETTINGS	10,000	0	10,000	0	0	0	10,000	0	0
4215	IN BLOOM - INC SCHOOLS CHALLEN	0	0	1,000	0	1,000	0	1,000	0	0
4491	TFR TO EARMARKED RES	0	14,650	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	0	0	-2,750	-2,750	-2,750	0	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4888	O/S STAFF RCHG	37,826	24,741	35,073	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	6,949	4,884	6,332	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	37,679	67,061	44,046	59,504	49,569	0	50,111	0	0
4892	C/S STAFF RCHG	5,940	5,782	12,675	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	3,290	3,906	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>		141,934	140,107	155,456	70,174	75,098	0	107,281	0	0
<b>Movement to/(from) Gen Reserve</b>		(114,314)	(133,406)	(129,276)	(52,116)	(57,040)		(89,186)		
<b>203</b>	<b><u>WEST WITNEY SPORTS GROUND</u></b>									
1020	SPORTS - FOOTBALL	5,150	2,890	3,000	3,108	4,400	0	3,000	0	0
1021	SPORTS - CRICKET	1,500	514	525	1,565	1,565	0	1,751	0	0
1041	RENTAL - TENNIS CLUB	4,325	4,325	4,325	4,390	4,390	0	4,520	0	0
1042	RENTAL- PROJ.RANGE	2,530	2,530	2,530	2,570	2,570	0	2,650	0	0
1044	GREEN FEES - WMBC	2,650	2,650	2,650	2,690	2,690	0	2,770	0	0
1045	GREEN FEES - WWBC	2,650	2,650	2,650	2,690	2,690	0	2,770	0	0
1050	RENT RECEIVED	11,000	10,300	10,300	14,809	15,300	0	10,300	0	0
1052	EXPENSES RECOVERED	1,000	0	0	0	0	0	0	0	0
1054	EASEMENTS/WAYLEAVES	6	6	6	6	6	0	6	0	0
1058	WATER RECOVERED	1,000	481	500	0	500	0	500	0	0
1060	INSURANCE RECOVERED	600	358	375	331	331	0	350	0	0
<b>Total Income</b>		32,411	26,703	26,861	32,159	34,442	0	28,617	0	0
4012	WATER RATES	1,250	504	1,250	0	750	0	750	0	0
4013	RENT PAID	5	0	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4017	CONTRACT CLEAN/WASTE	200	0	200	4,566	5,000	0	0	0	0
4025	INSURANCE	600	582	610	555	555	0	590	0	0
4030	RECRUITMENT ADVT'G	0	-1	0	0	0	0	0	0	0
4036	PROPERTY MAINTENANCE	500	959	500	803	1,500	0	1,500	0	0
4037	GROUNDS MAINTENANCE	1,500	448	1,500	3,151	3,151	0	2,500	0	0
4040	ARBORICULTURE	4,795	4,795	0	0	0	0	0	0	0
4046	SPORTS EQUIPMENT	0	80	0	73	100	0	0	0	0
4048	ENG.INSPEC.(VARIABLE)	0	159	175	0	175	0	175	0	0
4049	PLAY RISK ASSESSMENT	100	0	0	0	0	0	0	0	0
4059	OTHER PROF FEES	0	445	5,000	460	2,500	0	5,000	0	0
4100	GRANTS GENERAL	0	12,091	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-3,995	-3,995	0	0	0	0	0	0	0
4888	O/S STAFF RCHG	12,073	10,692	10,666	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	2,218	2,463	1,925	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	54,865	47,247	51,542	37,784	57,830	0	58,463	0	0
	<b>Overhead Expenditure</b>	<b>74,111</b>	<b>76,470</b>	<b>73,368</b>	<b>47,393</b>	<b>71,561</b>	<b>0</b>	<b>68,978</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>(41,700)</b>	<b>(49,768)</b>	<b>(46,507)</b>	<b>(15,234)</b>	<b>(37,119)</b>		<b>(40,361)</b>		
<b>204</b>	<b><u>BURWELL (QE2) SPORTS GROUND</u></b>									
1020	SPORTS - FOOTBALL	3,000	875	1,500	3,401	3,000	0	3,500	0	0
	<b>Total Income</b>	<b>3,000</b>	<b>875</b>	<b>1,500</b>	<b>3,401</b>	<b>3,000</b>	<b>0</b>	<b>3,500</b>	<b>0</b>	<b>0</b>
4001	SALARIES	0	190	0	0	0	0	0	0	0
4002	ER'S NIC	0	2	0	0	0	0	0	0	0

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4036	PROPERTY MAINTENANCE	1,130	1,153	1,000	762	1,000	0	1,000	0	0
4037	GROUNDS MAINTENANCE	2,000	0	0	1,214	540	0	1,000	0	0
4046	SPORTS EQUIPMENT	0	80	0	0	0	0	3,000	0	0
4047	PLAY EQUIP MAINTENCE	1,000	1,534	2,000	0	2,000	0	2,000	0	0
4048	ENG.INSPEC.(VARIABLE)	0	456	475	0	475	0	475	0	0
4049	PLAY RISK ASSESSMENT	1,200	62	1,200	62	100	0	100	0	0
4491	TFR TO EARMARKED RES	0	1,000	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-880	-880	0	0	0	0	0	0	0
4888	O/S STAFF RCHG	5,720	1,882	2,703	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	1,051	307	488	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	25,582	22,030	24,033	17,618	26,850	0	27,144	0	0
<b>Overhead Expenditure</b>		<b>36,803</b>	<b>27,816</b>	<b>31,899</b>	<b>19,656</b>	<b>30,965</b>	<b>0</b>	<b>34,719</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(33,803)</b>	<b>(26,941)</b>	<b>(30,399)</b>	<b>(16,255)</b>	<b>(27,965)</b>		<b>(31,219)</b>		
<b>205</b>	<b><u>KING GEORGE V / NEWLAND</u></b>									
1020	SPORTS - FOOTBALL	1,000	212	250	1,290	1,000	0	1,600	0	0
<b>Total Income</b>		<b>1,000</b>	<b>212</b>	<b>250</b>	<b>1,290</b>	<b>1,000</b>	<b>0</b>	<b>1,600</b>	<b>0</b>	<b>0</b>
4001	SALARIES	0	190	0	0	0	0	0	0	0
4002	ER'S NIC	0	2	0	0	0	0	0	0	0
4036	PROPERTY MAINTENANCE	0	43	500	6	500	0	500	0	0
4037	GROUNDS MAINTENANCE	0	0	0	36	2,000	0	2,000	0	0
4046	SPORTS EQUIPMENT	0	80	0	0	0	0	0	0	0
4047	PLAY EQUIP MAINTENCE	0	0	500	0	500	0	500	0	0

Continued on next page

12:44

## Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 &amp; EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4048	ENG.INSPEC.(VARIABLE)	0	376	400	0	400	0	400	0	0
4049	PLAY RISK ASSESSMENT	1,000	62	1,000	62	62	0	100	0	0
4100	GRANTS GENERAL	500	500	500	0	500	0	500	0	0
4491	TFR TO EARMARKED RES	0	900	0	0	0	0	0	0	0
4888	O/S STAFF RCHG	2,797	5,229	8,814	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	514	585	1,591	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	12,275	10,571	11,532	8,454	12,392	0	12,528	0	0
<b>Overhead Expenditure</b>		<b>17,086</b>	<b>18,539</b>	<b>24,837</b>	<b>8,557</b>	<b>16,354</b>	<b>0</b>	<b>16,528</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(16,086)</b>	<b>(18,327)</b>	<b>(24,587)</b>	<b>(7,267)</b>	<b>(15,354)</b>		<b>(14,928)</b>		
<b>207</b>	<b><u>MOORLAND ROAD PLAY AREA</u></b>									
4001	SALARIES	0	190	0	0	0	0	0	0	0
4002	ER'S NIC	0	2	0	0	0	0	0	0	0
4047	PLAY EQUIP MAINTENCE	500	122	500	0	500	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	0	218	250	0	250	0	250	0	0
4049	PLAY RISK ASSESSMENT	1,000	62	1,000	62	62	0	100	0	0
4491	TFR TO EARMARKED RES	0	900	0	0	0	0	0	0	0
4888	O/S STAFF RCHG	754	919	2,333	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	139	146	421	0	0	0	0	0	0
<b>Overhead Expenditure</b>		<b>2,393</b>	<b>2,559</b>	<b>4,504</b>	<b>62</b>	<b>812</b>	<b>0</b>	<b>850</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(2,393)</b>	<b>(2,559)</b>	<b>(4,504)</b>	<b>(62)</b>	<b>(812)</b>		<b>(850)</b>		
<b>208</b>	<b><u>WOOD GREEN PITCHES/PLAY AREA</u></b>									
4001	SALARIES	0	190	0	0	0	0	0	0	0

Continued on next page



Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4002	ER'S NIC	0	2	0	0	0	0	0	0	0
4047	PLAY EQUIP MAINTENCE	500	28	500	0	500	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	0	238	260	0	260	0	260	0	0
4049	PLAY RISK ASSESSMENT	1,000	62	1,000	62	62	0	100	0	0
4491	TFR TO EARMARKED RES	0	900	0	0	0	0	0	0	0
4888	O/S STAFF RCHG	1,175	1,093	2,777	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	216	142	501	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	2,418	0	2,271	0	2,065	0	2,088	0	0
<b>Overhead Expenditure</b>		<b>5,309</b>	<b>2,655</b>	<b>7,309</b>	<b>62</b>	<b>2,887</b>	<b>0</b>	<b>2,948</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(5,309)</b>	<b>(2,655)</b>	<b>(7,309)</b>	<b>(62)</b>	<b>(2,887)</b>		<b>(2,948)</b>		
<b>209</b>	<b><u>ETON CLOSE PLAY AREA</u></b>									
4001	SALARIES	0	190	0	0	0	0	0	0	0
4002	ER'S NIC	0	2	0	0	0	0	0	0	0
4047	PLAY EQUIP MAINTENCE	250	28	250	0	250	0	250	0	0
4048	ENG.INSPEC.(VARIABLE)	0	159	175	0	175	0	175	0	0
4049	PLAY RISK ASSESSMENT	1,000	62	1,000	62	62	0	100	0	0
4222	TINY FOREST EXPENSES	0	147	150	0	150	0	150	0	0
4491	TFR TO EARMARKED RES	0	900	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>		<b>1,250</b>	<b>1,488</b>	<b>1,575</b>	<b>62</b>	<b>637</b>	<b>0</b>	<b>675</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(1,250)</b>	<b>(1,488)</b>	<b>(1,575)</b>	<b>(62)</b>	<b>(637)</b>		<b>(675)</b>		
<b>210</b>	<b><u>OXLEASE PLAY AREA</u></b>									
4001	SALARIES	0	190	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

Page 42

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4002	ER'S NIC	0	2	0	0	0	0	0	0	0
4047	PLAY EQUIP MAINTENCE	500	28	500	0	500	0	500	0	0
4048	ENG.INSPEC.(VARIABLE)	0	436	450	0	450	0	450	0	0
4049	PLAY RISK ASSESSMENT	1,000	62	1,000	62	62	0	100	0	0
4491	TFR TO EARMARKED RES	0	900	0	0	0	0	0	0	0
4888	O/S STAFF RCHG	3,905	1,729	4,148	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	717	221	748	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	5,115	0	13,566	0	14,458	0	14,616	0	0
<b>Overhead Expenditure</b>		<b>11,237</b>	<b>3,568</b>	<b>20,412</b>	<b>62</b>	<b>15,470</b>	<b>0</b>	<b>15,666</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(11,237)</b>	<b>(3,568)</b>	<b>(20,412)</b>	<b>(62)</b>	<b>(15,470)</b>		<b>(15,666)</b>		
<b>211</b>	<b><u>FIELDMERE PLAY AREA</u></b>									
4001	SALARIES	0	190	0	0	0	0	0	0	0
4002	ER'S NIC	0	2	0	0	0	0	0	0	0
4047	PLAY EQUIP MAINTENCE	250	28	250	0	250	0	250	0	0
4048	ENG.INSPEC.(VARIABLE)	0	258	275	0	275	0	275	0	0
4049	PLAY RISK ASSESSMENT	1,000	62	1,000	62	62	0	100	0	0
4491	TFR TO EARMARKED RES	0	900	0	0	0	0	0	0	0
4888	O/S STAFF RCHG	842	1,614	4,111	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	155	234	742	0	0	0	0	0	0
<b>Overhead Expenditure</b>		<b>2,247</b>	<b>3,289</b>	<b>6,378</b>	<b>62</b>	<b>587</b>	<b>0</b>	<b>625</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(2,247)</b>	<b>(3,289)</b>	<b>(6,378)</b>	<b>(62)</b>	<b>(587)</b>		<b>(625)</b>		
<b>212</b>	<b><u>QUARRY ROAD PLAY AREA</u></b>									

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4001	SALARIES	0	190	0	0	0	0	0	0	0
4002	ER'S NIC	0	2	0	0	0	0	0	0	0
4047	PLAY EQUIP MAINTENCE	250	28	250	0	250	0	250	0	0
4048	ENG.INSPEC.(VATABLE)	0	198	225	0	225	0	225	0	0
4049	PLAY RISK ASSESSMENT	1,000	62	1,000	62	62	0	100	0	0
4491	TFR TO EARMARKED RES	0	900	0	0	0	0	0	0	0
4888	O/S STAFF RCHG	81	66	185	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	15	15	33	0	0	0	0	0	0
<b>Overhead Expenditure</b>		<b>1,346</b>	<b>1,461</b>	<b>1,693</b>	<b>62</b>	<b>537</b>	<b>0</b>	<b>575</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(1,346)</b>	<b>(1,461)</b>	<b>(1,693)</b>	<b>(62)</b>	<b>(537)</b>		<b>(575)</b>		
<b>213</b>	<b><u>RALEIGH CRESCENT PLAY AREA</u></b>									
4013	RENT PAID	5	5	5	5	5	0	5	0	0
4036	PROPERTY MAINTENANCE	0	361	0	0	0	0	0	0	0
4047	PLAY EQUIP MAINTENCE	500	141	500	0	500	0	500	0	0
4049	PLAY RISK ASSESSMENT	1,000	62	1,000	0	100	0	100	0	0
4888	O/S STAFF RCHG	713	3,928	3,740	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	131	645	675	0	0	0	0	0	0
<b>Overhead Expenditure</b>		<b>2,349</b>	<b>5,142</b>	<b>5,920</b>	<b>5</b>	<b>605</b>	<b>0</b>	<b>605</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(2,349)</b>	<b>(5,142)</b>	<b>(5,920)</b>	<b>(5)</b>	<b>(605)</b>		<b>(605)</b>		
<b>214</b>	<b><u>PARK ROAD PLAY AREA</u></b>									
4013	RENT PAID	0	0	0	0	125	0	125	0	0
4047	PLAY EQUIP MAINTENCE	0	0	0	0	0	0	500	0	0

Continued on next page

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4048	ENG.INSPEC.(VARIABLE)	0	0	0	0	0	0	250	0	0
4049	PLAY RISK ASSESSMENT	0	0	0	0	500	0	100	0	0
	<b>Overhead Expenditure</b>	0	0	0	0	625	0	975	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	0	0	0	(625)		(975)		
	<b>Parks &amp; Recreation - Income</b>	64,031	34,491	54,791	54,909	56,500	0	51,812	0	0
	<b>Expenditure</b>	387,186	382,551	376,324	150,093	243,961	0	287,404	0	0
	<b>Movement to/(from) Gen Reserve</b>	(323,155)	(348,060)	(321,533)	(95,185)	(187,461)		(235,592)		
	<b>Total Budget Income</b>	64,031	34,491	54,791	54,909	56,500	0	51,812	0	0
	<b>Expenditure</b>	387,186	382,551	376,324	150,093	243,961	0	287,404	0	0
	<b>Movement to/(from) Gen Reserve</b>	(323,155)	(348,060)	(321,533)	(95,185)	(187,461)		(235,592)		

## Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4012	WATER RATES	201	SPLASHPARK	Based on actual expenditure previous year/COVID splashpad only open school hols 2021
4016	CLEANING MATERIALS	201	SPLASHPARK	De-greener
4036	PROPERTY MAINTENANCE	201	SPLASHPARK	Trf to EM reserves if unspent
4037	GROUNDS MAINTENANCE	201	SPLASHPARK	ADDRESS MUDDY AREAS - TURF/BARK MATERIALS ONLY USE OWN WORKFORCE
4048	ENG.INSPEC.(VARIABLE)	201	SPLASHPARK	Pump etc
4491	TFR TO EARMARKED RES	201	SPLASHPARK	Provision for Replacement - EM Reserve
4890	O/S O'HEAD RCHG	201	SPLASHPARK	Degreening/opening up
1020	SPORTS - FOOTBALL	202	THE LEYS RECREATION GROUND	Due to COVID-19 Income will be down
1021	SPORTS - CRICKET	202	THE LEYS RECREATION GROUND	Due to COVID-19 Income will be down/Swifts moved to WWSG
1043	GREEN FEES - WTBC	202	THE LEYS RECREATION GROUND	Assume 3% increase 22/23 fees & charges
1050	RENT RECEIVED	202	THE LEYS RECREATION GROUND	Lease WT Bowls
1051	GROUND HIRE	202	THE LEYS RECREATION GROUND	[Witney Feast agreement expires Sept 24(ext1yr COVID)]inc WMF, Libfest, Hatwells Fair Circus
1052	EXPENSES RECOVERED	202	THE LEYS RECREATION GROUND	Electrical works recharged to Premier Tennis in Coffeeshed
1058	WATER RECOVERED	202	THE LEYS RECREATION GROUND	Witney Town Bowls Club recharge
4001	SALARIES	202	THE LEYS RECREATION GROUND	cleaning toilets contracted out 1 Oct 2020 - charged to 4017/202
4012	WATER RATES	202	THE LEYS RECREATION GROUND	Coffee Shed usage recharged in September annually
4016	CLEANING MATERIALS	202	THE LEYS RECREATION GROUND	Public Toilets/Changing Rooms - contracted out Oct 2020
4017	CONTRACT CLEAN/WASTE	202	THE LEYS RECREATION GROUND	Skips for Witney Feast/san bins/nappy disposal/COVID LEYS TOILET CONTRT
4025	INSURANCE	202	THE LEYS RECREATION GROUND	Includes Splashpark and Depot - Set for 2017-2020
4036	PROPERTY MAINTENANCE	202	THE LEYS RECREATION GROUND	EMR unspent budget at y/end
4037	GROUNDS MAINTENANCE	202	THE LEYS RECREATION GROUND	H&S GM work:Libfest/WMF Etc - Contingency for repairs £4K/++ Football pitch markings due to Covid
4040	ARBORICULTURE	202	THE LEYS RECREATION GROUND	Vired from Central Arboriculture budget to cover actual expenditure
4046	SPORTS EQUIPMENT	202	THE LEYS RECREATION GROUND	Trf EM reserve if unspent 18/19 & 19/20 Goals Posts and Cricket Screens
4047	PLAY EQUIP MAINTENCE	202	THE LEYS RECREATION GROUND	All areas / EMR if unspent
4048	ENG.INSPEC.(VARIABLE)	202	THE LEYS RECREATION GROUND	Needs reallocating over play areas/properties for boilers inspections WAITING ON INFO FROM ZURICH!
4049	PLAY RISK ASSESSMENT	202	THE LEYS RECREATION GROUND	Adventure play + Skate Park - annual safety inspections
4059	OTHER PROF FEES	202	THE LEYS RECREATION GROUND	Masterplan for the Leys - revenue growth item 2022-23
4099	MISCELLANEOUS	202	THE LEYS RECREATION GROUND	Damage to Leys ground by Hatwells fair - retained damage deposit

## Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4110	SUBSIDIZED LETTINGS	202	THE LEYS RECREATION GROUND	Libfest, WMF & Carnival + small contingency for other requests
4215	IN BLOOM - INC SCHOOLS	202	THE LEYS RECREATION GROUND	Leys being entered as separate entry into Thames/Chilterns in bloom competition
4890	O/S O'HEAD RCHG	202	THE LEYS RECREATION GROUND	Hours on Splashpark included
1020	SPORTS - FOOTBALL	203	WEST WITNEY SPORTS GROUND	Due to COVID-19 Income will be down
1021	SPORTS - CRICKET	203	WEST WITNEY SPORTS GROUND	Swifts moved from Leys to WW 1st full season
1041	RENTAL - TENNIS CLUB	203	WEST WITNEY SPORTS GROUND	Assume 3% increase 22/23 fees & charges
1042	RENTAL- PROJ.RANGE	203	WEST WITNEY SPORTS GROUND	Assume 3% increase 22/23 fees & charges
1044	GREEN FEES - WMBC	203	WEST WITNEY SPORTS GROUND	Assume 3% increase 22/23 fees & charges
1045	GREEN FEES - WWBC	203	WEST WITNEY SPORTS GROUND	Assume 3% increase 22/23 fees & charges
1050	RENT RECEIVED	203	WEST WITNEY SPORTS GROUND	Snack Shack, WWSSC £8725, WMBowls £500 WWBowls £1125<-21/22-23/34
1052	EXPENSES RECOVERED	203	WEST WITNEY SPORTS GROUND	Water - irrigation system recharge to bowls clubs
1058	WATER RECOVERED	203	WEST WITNEY SPORTS GROUND	Recharge to clubs --> 19/20 includes chgs from 18/19
1060	INSURANCE RECOVERED	203	WEST WITNEY SPORTS GROUND	TO BE RECHARGED
4012	WATER RATES	203	WEST WITNEY SPORTS GROUND	Recharged and Invoiced annually in January
4013	RENT PAID	203	WEST WITNEY SPORTS GROUND	Raleigh Cres Play Area on cost ctr
4017	CONTRACT CLEAN/WASTE	203	WEST WITNEY SPORTS GROUND	Cleaning portaloos - club cleaning them
4025	INSURANCE	203	WEST WITNEY SPORTS GROUND	Set for 2017-2020
4036	PROPERTY MAINTENANCE	203	WEST WITNEY SPORTS GROUND	Additional compliance works carried out 21/22 increase budget 22/23
4037	GROUNDS MAINTENANCE	203	WEST WITNEY SPORTS GROUND	cricket wickets addition to GM contract
4040	ARBORICULTURE	203	WEST WITNEY SPORTS GROUND	Supp Est agreed SCCtt Nov 19 for clearing dead wood at WWSG
4046	SPORTS EQUIPMENT	203	WEST WITNEY SPORTS GROUND	? checking what this is for
4059	OTHER PROF FEES	203	WEST WITNEY SPORTS GROUND	FIRE RISK ASSESSMENT CLUBHOUSE/SOLS FEES FOR 21/22
4100	GRANTS GENERAL	203	WEST WITNEY SPORTS GROUND	Grant to sports clubs for COVID - £9940 agreed at PGF 1/2/21
4888	O/S STAFF RCHG	203	WEST WITNEY SPORTS GROUND	Recharged based on timesheets
4890	O/S O'HEAD RCHG	203	WEST WITNEY SPORTS GROUND	Recharged based on timesheets
4891	AGENCY SERVICES RECHARGE	203	WEST WITNEY SPORTS GROUND	Recharged based on timesheets
1020	SPORTS - FOOTBALL	204	BURWELL (QE2) SPORTS	Due to COVID-19 Income will be down
4036	PROPERTY MAINTENANCE	204	BURWELL (QE2) SPORTS	Flood Lights repairs Burwell MUGA
4037	GROUNDS MAINTENANCE	204	BURWELL (QE2) SPORTS	Football pitch markings due to season extended 2021

## Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
<b>4046</b>	SPORTS EQUIPMENT	<b>204</b>	BURWELL (QE2) SPORTS	For MUGA Line Marking
<b>4888</b>	O/S STAFF RCHG	<b>204</b>	BURWELL (QE2) SPORTS	Recharged based on timesheets
<b>4890</b>	O/S O'HEAD RCHG	<b>204</b>	BURWELL (QE2) SPORTS	Recharged based on spend
<b>4891</b>	AGENCY SERVICES RECHARGE	<b>204</b>	BURWELL (QE2) SPORTS	Recharged - monthly apportioned across all recreation areas and amenity areas
<b>1020</b>	SPORTS - FOOTBALL	<b>205</b>	KING GEORGE V / NEWLAND	Due to COVID-19 Income will be down
<b>4037</b>	GROUNDS MAINTENANCE	<b>205</b>	KING GEORGE V / NEWLAND	++Football pitch markings due to season extended 2021/7v7 & 9v9 requested 2022
<b>4100</b>	GRANTS GENERAL	<b>205</b>	KING GEORGE V / NEWLAND	Witney Mills Cricket Club Annual Grant
<b>4888</b>	O/S STAFF RCHG	<b>205</b>	KING GEORGE V / NEWLAND	Recharged based on timesheets
<b>4890</b>	O/S O'HEAD RCHG	<b>205</b>	KING GEORGE V / NEWLAND	Based on actuals and increase in budget of 1.5%
<b>4891</b>	AGENCY SERVICES RECHARGE	<b>205</b>	KING GEORGE V / NEWLAND	Recharged - monthly apportioned across all recreation areas and amenity areas
<b>1030</b>	FISHING RIGHTS	<b>206</b>	WITNEY COUNTRY PARK	3% increase assumed
<b>4001</b>	SALARIES	<b>206</b>	WITNEY COUNTRY PARK	Pro-rata revised budget - position not advertised till Jan 2022
<b>4002</b>	ER'S NIC	<b>206</b>	WITNEY COUNTRY PARK	Pro-rata revised budget - position not advertised till Jan 2022
<b>4003</b>	ER'S SUPERANN	<b>206</b>	WITNEY COUNTRY PARK	Pro-rata revised budget - position not advertised till Jan 2022
<b>4026</b>	BOOKS/PUBLICATIONS	<b>206</b>	WITNEY COUNTRY PARK	Leaflets
<b>4036</b>	PROPERTY MAINTENANCE	<b>206</b>	WITNEY COUNTRY PARK	Transfer Earmarked reserve if unspent - replacement lifebouys etc /tfr from 4042/206 -cover overspen
<b>4042</b>	EQUIPMENT	<b>206</b>	WITNEY COUNTRY PARK	Trf EMR if unspent - 2020/21 BUDGET £10K FOR BANK EROSION/BIODIVERSITY WORKS
<b>4059</b>	OTHER PROF FEES	<b>206</b>	WITNEY COUNTRY PARK	Risk Assessment review
<b>4888</b>	O/S STAFF RCHG	<b>206</b>	WITNEY COUNTRY PARK	Recharges based on timesheets
<b>4890</b>	O/S O'HEAD RCHG	<b>206</b>	WITNEY COUNTRY PARK	Based on actual spend
<b>4891</b>	AGENCY SERVICES RECHARGE	<b>206</b>	WITNEY COUNTRY PARK	Recharged - monthly apportioned across all recreation areas and amenity areas
<b>4892</b>	C/S STAFF RCHG	<b>206</b>	WITNEY COUNTRY PARK	Fixed % recharge
<b>4893</b>	C/S O'HEAD RCHG	<b>206</b>	WITNEY COUNTRY PARK	Fixed % recharge
<b>4037</b>	GROUNDS MAINTENANCE	<b>208</b>	WOOD GREEN PITCHES/PLAY	For Football Pitches £2500 funding removed to fund from GM Contract
<b>4222</b>	TINY FOREST EXPENSES	<b>209</b>	ETON CLOSE PLAY AREA	Contingency

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**Budget Notes**


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<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
<b>4013</b>	RENT PAID	<b>213</b>	RALEIGH CRESCENT PLAY AREA	Negotiating new 25 yr lease/ MAYBE FREEHOLD NOW NOV 2021
<b>4047</b>	PLAY EQUIP MAINTENCE	<b>213</b>	RALEIGH CRESCENT PLAY AREA	Not yet transferred to WTC from WODC
<b>4049</b>	PLAY RISK ASSESSMENT	<b>213</b>	RALEIGH CRESCENT PLAY AREA	Not yet transferred to WTC from WODC
<b>4013</b>	RENT PAID	<b>214</b>	PARK ROAD PLAY AREA	Licence being prep - Cottsway 15 yrs @ £125 pa rental
<b>4047</b>	PLAY EQUIP MAINTENCE	<b>214</b>	PARK ROAD PLAY AREA	Play park installation - set budget 22/23 for repairs
<b>4049</b>	PLAY RISK ASSESSMENT	<b>214</b>	PARK ROAD PLAY AREA	Annual ROSPA inspection



**Earmarked Reserves** Appendix C

310	GENERAL FUND	694519	
315	ROLLING CAPITAL FUND	510772	
	<b>ALLOTMENTS</b>	<b>191996</b>	<b>Cannot spend on anything else other than allotments</b>
<b>322</b>	<b>AMENITY LANDS</b>	<b>60469</b>	<b>Cant spend - historic commuted sum/meant to draw down interest to use for GM</b>
<b>324</b>	<b>ELECTION FUND</b>	<b>9291</b>	<b>For May 2023 elections</b>
<b>364</b>	<b>YOUTH COUNCIL</b>	<b>473</b>	<b>Water Fountain - YC fundraising so far</b>
Act			
318	MEMORIAL MAINTENANCE	30301	Divert £10k to St Mary's Church wall/£9k Memorial testing 21/22 & 22/23
362	TOWERHILL CEMETERY CHAPEL	18000	Use £5k for full options survey on Unused Cemetery Buildings
327	CEMETERY ACCESS ROAD	93853	Internal road layout - Cogges Triangle dev provide new access
319	SPORTS (WWSG CONTGCV)	148012	Could fund the colour coating Tennis Courts?/S106 £310,325 +£195k
367	LEYS PAVILION	32900	for Sewerage issues + new pavilion/masterplan
368	BURWELL CHANGING ROOMS	50000	+£25k S106
365	PLAY EQUIPMENT/RENEWALS	18800	For next refurb
361	SPLASHPARK	155000	Maybe consider not setting next years transfer
373	LEYS TRAFFIC CALMING	5000	Match funding OCC - is it still relevant?
374	SKATE PARK	40000	+ £12k S106
375	CCTV LEYS & BURWELL REC	10000	CCTV Camera installed on Leys by TVP/WODC <b>To be re-purposed?</b>
320	RENEWALS FUND	136270	For Vans, Computers Equipment - within Fixed Asset Reg
370	ELECTRIC VEHICLES	14200	Planned expenditure
366	CLIMATE/BIODIVERSITY	13050	Bank Erosion/Biodiversity works at Lake
321	TOWN HALL MAINTENANCE	71799	Lease obligations windows & exterior painting
325	BUTTERCROSS	75000	For Roof repairs/Re-roof £80k+
323	BLDG REPAIR GEN	12997	<b>To be re-purposed for Energy Efficiencies?</b>
363	C/Ex LIFT & DAMP WORKS	50000	Will need a new lift/damp works JH getting quotes
328	PUBLIC HALLS	61639	Could use to fund Burwell toilets
329	MADLEY PARK	20980	Landlord obligations/contingency
372	BURWELL HALL HEATING/CURTAINS	33000	Agreed to Heating - report waited on solution
369	INFRASTRUCTURE	17630	Bins, Benches, Salt Bins, Bus Shelters, Defib, Welch Way Planters
371	OSS CONTINGENCY	66845	GM contract contingency for 2022/23
		1437505	

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Capital & Special Revenue Projects 2022/23							Appendix D
Project	Original 2022/23	Capital 2022/23	EMR 2022/23	Original 2022/23	Revenue 2022/23	EMR 2022/23	Comments
<b>Parks &amp; Recreation</b>							
Woodgreen Pitches - take over from WODC				2500	0		Officers WODC/OCC & WGS trying to amend legal agreement fund existing budgets
MUGAs - line marking				5000	0	3000	EMR play area renewals
Leys Recreation Ground - Splashpark groundworks				9000	0	9000	materials turf/bark fund from EMR
Leys Recreation Ground Masterplan - Professional Fees				10000	10000		
Roundabouts - refresh impact planting				10000	0		To include in new GM Contract Oct 2022 fund existing budget
King Georges Field - path behind MUGA + Toiles/Storage	20000	0					Only if Grant Funding available from FA low priority
Lake - Improvements for Anglers	5000	5000					
Leys Recreation- sewerage/redevelopment pavilion etc	25000	25000					Part of OSS Action plan - Master Plan for the Leys Recreation Ground
Quarry Road Play Area = install a piece of play equipment	5000	5000					Additional £5k Part of OSS Action plan to review the play areas and come up with management plan
Skate Park	50000	50000					Additional? Hold £52K low priority
Splash Park Replacement Fund -	25000	10000					Due to be replaced 2025 <b>Reduce cont to EMR 22/23</b>
Take over Bowls Irrigation System	2000	0					Removed
West Witney Tennis Courts - colour coating/line marking	10000	0					Terms of historic agreement <b>Fund from S106?</b>
	142000	95000	0	36500	10000	12000	
<b>Unfunded</b>							
Lido/ or safe swimming							

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Annual Budget - By Centre (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

		<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>800</b>	<b><u>CAPITAL PROJECTS</u></b>									
1170	GRANTS RECEIVED	0	410	0	0	0	0	0	0	0
	<b>Total Income</b>	0	410	0	0	0	0	0	0	0
4489	TFR TO ROLLING CAPITAL FUND	0	3,500	0	0	0	0	0	0	0
4490	CAP EXP FUNDED FROM RCP	0	-35,117	0	-26,350	-31,530	0	-165,095	0	0
4491	TFR TO EARMARKED RES	0	0	25,000	259,469	234,469	0	79,500	0	0
4492	TFR TO RENEWALS FUND	10,000	7,171	14,292	8,169	8,169	0	3,595	0	0
4493	TFR FROM RENEWALS FD	0	-1,816	0	-6,097	-6,097	0	0	0	0
4495	TFR FROM EARMARKED R	0	-33,835	0	-16,689	-16,688	0	-42,000	0	0
4498	TFR TO TOWN HALL RESERVE	5,000	0	5,000	40,000	40,000	0	0	0	0
4902	CAP: REFURB C/EXCHANGE	0	5,664	0	73,716	12,145	0	0	0	0
4903	CAP: BURWELL HALL	28,000	0	0	0	0	0	12,000	0	0
4907	CAP: C/EX CINEMA EQPT	0	0	0	0	0	0	20,000	0	0
4911	CAP: PLAY AREA S/SURFACING	0	5,378	0	0	0	0	0	0	0
4914	CAP: TH CEM ACCESS ROAD/SIGNAG	0	0	15,000	0	0	0	2,000	0	0
4918	CAP: BLDGS ENERGY EFFICIENCY	0	0	0	0	0	0	20,000	0	0
4919	CAP:LAKE & CNTRY PRK	0	0	0	0	0	0	5,000	0	0
4921	CAP:WWSG TENNIS COURTS	0	0	0	0	0	0	10,000	0	0
4922	CAP: LEYS - PAVILION WORKS	0	0	25,000	0	0	0	0	0	0
4923	CAP: LEYS TRAFFIC CALMING	5,000	0	0	0	0	0	0	0	0
4924	CAP: SKATE PARK REFURB	0	0	0	0	0	0	50,000	0	0
4928	CAP:FIELDMERE CL PLAYAREA	0	0	0	0	0	0	0	0	0
4929	CAP:PARK RD PLAY AREA	5,000	0	5,000	28,850	28,850	0	0	0	0
4930	CAP:KING G 5 INFRASTRUCTURE	0	0	0	0	0	0	0	0	0

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## Annual Budget - By Centre (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 &amp; EST 22/23 [10.01.2022] FINANCE/BUDGET REPORT

	<u>Last Year 2020-21</u>		<u>Current Year 2021-22</u>				<u>Next Year 2022-23</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4931 CAP:STREET FURNITURE	3,500	0	3,500	0	0	0	0	0	0
4933 CAP: BUS SHELTERS	6,000	0	0	5,470	5,470	0	0	0	0
4935 CAP: DIGITAL SIGNS	6,000	0	0	0	0	0	0	0	0
4937 CAP: KING GEORGE PLAY EQMT	0	0	0	0	0	0	0	0	0
4938 CAP:QURY RD PLAY EQUI 6-12 YR	0	0	5,000	0	0	0	5,000	0	0
4943 CAP: BURWELL CHANGING ROOMS	25,000	0	0	0	0	0	0	0	0
4960 CAP:WINDRUSH CEMETERY	0	0	25,000	0	0	0	0	0	0
4962 CAP:COMPUTER/OFFICE EQUIP	0	2,049	0	6,097	11,097	0	0	0	0
4971 CAP: NEW VEHICLES	5,000	0	5,000	0	0	0	0	0	0
4975 CAP:TOWN HALL WORKS	30,000	0	0	0	0	0	0	0	0
4976 CAP: WAR MEMORIAL WORKS	4,000	225	0	0	0	0	0	0	0
4977 CAP: PLANTERS WELCH WAY	2,000	0	2,000	0	0	0	0	0	0
4978 CAP: BUTTERCROSS	12,500	0	12,500	0	0	0	0	0	0
4979 CAP:ALLOTMENTS	0	0	0	130,912	130,912	0	0	0	0
4991 CAP: WEST WITNEY SPORTS GROUND	0	6,500	0	11,219	11,218	0	0	0	0
4996 ASSETS FUNDED FROM GRANTS	0	-11,562	0	-145,557	-145,557	0	0	0	0
4998 Assets Capitalised	0	75,830	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	<b>147,000</b>	<b>23,987</b>	<b>142,292</b>	<b>369,209</b>	<b>282,458</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(147,000)</b>	<b>(23,577)</b>	<b>(142,292)</b>	<b>(369,209)</b>	<b>(282,458)</b>		<b>0</b>		
<b>Total Budget Income</b>	<b>0</b>	<b>410</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure</b>	<b>147,000</b>	<b>23,987</b>	<b>142,292</b>	<b>369,209</b>	<b>282,458</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(147,000)</b>	<b>(23,577)</b>	<b>(142,292)</b>	<b>(369,209)</b>	<b>(282,458)</b>		<b>0</b>		