

Extraordinary Full Council Committee Meeting of Witney Town Council



Wednesday, 5th January, 2022 at 7.00 pm

To members of the Full Council Committee - J Aitman, L Duncan, L Ashbourne, T Ashby, R Bolger, D Butterfield, O Collins, H Eaglestone, D Enright, V Gwatkin, A D Harvey, M Jones, J King, A McMahon, A Prosser, R Smith and D Temple

You are hereby summonsed to the above meeting to be held in the **Main Hall, The Corn Exchange, Witney** 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.

Numbers of the public will be limited, with priority given to those who have registered to speak on an item on the agenda. Any member of the public wishing to attend the meeting should contact the Democratic and Legal Services Officer (democracy@witney-tc.gov.uk) in advance to reserve a seat.

We will continue to observe social distancing, hand sanitiser will be available and face masks should be worn at all times other than when speaking during the meeting.

For further information or clarification regarding the meeting contact the Democratic and Legal Services Officer at democracy@witney-tc.gov.uk Tel: 01993 226071

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 & Legal 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 & Legal Services Officer (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. **Public Participation**

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.

4. **Budget: Revised Budget 2021/22 and Estimates 2022/23** (Pages 3 - 88)

To receive and consider the report of the Town Clerk/RFO along with the draft revised revenue budget for 2021/22 and the estimates for 2022/23, and the revised Capital, Special Revenue & Revenue Growth Projects Programme for 2021/22, and estimates for 2022/23.

5. **To formally declare the Precept for 2022/23** (Pages 89 - 90)

To receive and consider the report of the Town Clerk/RFO and if appropriate, declare the Precept for 2022/23.

6. **Minutes of Committees and Sub Committees**

a) **Climate, Biodiversity & Planning Committee - 14 December 2021 (attached) and 4 January 2022 (to follow)** (Pages 91 - 100)

Members should note the creation of a 20mph Speed Restriction Working Party to establish details of a pilot scheme in Witney in conjunction with Oxfordshire County Council. Those nominated at the meeting under minute no P644 were Councillors J Aitman, T Ashby, L Duncan, A Prosser and R Smith together with Councillor Andrew Coles (Chair of Witney TAC).

If any other members would like to join this Working Party, they should declare their interest.

7. **Future Meetings of the Council**

To consider whether the Council's cyclical Committee meetings should be held virtually from January 2022 onwards.

This would mean committees revert to being advisory and would re-affirm delegations in place to the Town Clerk on any other urgent matters.



Town Clerk

EXTRA ORDINARY COUNCIL

Date: Wednesday, 5 January 2022
Title: Budget: Revised Budget 2021-22 and Estimates 2022-23
Contact Officer: Town Clerk/RFO – Sharon Groth

BACKGROUND

The purpose of this report is to provide an overview of the revised budget for 2021-22 and the estimates for 2022-23 in order for the Council to ultimately make an informed decision about the level of the Precept demand to be served on West Oxfordshire District Council at the next agenda item.

All Members were invited to an informal presentation of the first draft budget which was held via Zoom on 13 December 2021. The Town Clerk made it clear that that draft revenue budgets are prepared based upon current activities and patterns of income and expenditure, as well as projects identified by the spending Committees throughout the year. She cautioned that the budget needed to be realistic, achievable, and affordable. She has therefore undertaken further scrutiny of each budget line to ensure Members can have confidence in adopting this budget which will reasonably meet the Council's aspirations.

The format of this report is quite straightforward; for each budget line, last year's figures are in the first two columns, the current year shows the original estimate for 2021-22 including any in year adjustments such as virements between budgets shown as TOTAL, followed by ACTUAL YTD figures, and then the revised estimate PROJECTED. This revised estimate is based upon income and expenditure during the year to date, and known and expected variations relating to the remainder of the financial year. The final column, on the far-right hand side of each schedule, shows the estimate for 2022-23.

A copy of the detailed draft budget –by Committee, and budget notes is attached at **appendix A/A1** which includes the Capital and Special Revenue on page 36 onwards, but further explanation is provided later in this report. **Appendix B** provides a summary by Committee.

The Town Clerk has also tried to explain some of the accounting procedures, Earmarked Reserves (EMR), which combined will hopefully give a clearer picture of the Councils financial position.

GENERAL FUND (A/C 310)

It is probably easier to think of this account as the Council's profit or loss in the year. It is often used to balance a budget. It is good practice and recommended to keep a minimum of 3 months net revenue expenditure in the General Fund.

As at 1 April 2020 the balance on the General Fund was £535,501.

When setting the budget in December 2019 it was estimated the Council would need to use £60,519 from the General Fund to balance the budget for 2020/21 – this included some of its capital expenditure and special projects.

As at 1 April 2021 the balance on the General Fund was £694,519 – an increase of £159,018 rather than a reduction of £60,519 – meaning the Council had put money into this rather than using some to fund the anticipated shortfall on its expenditure.

The reason for the above was because a lot of the projects the Council aspired to achieve in 2020-21 and didn't – the corresponding budgets were not rolled over into Earmarked Reserves setting aside the funding for these projects to still proceed but in future financial years. This only came to light when the Town Clerk was scrutinising and reviewing the budgets in the current year (2021-22) and drafting the estimates for next year (2022-23). The adjustments should have taken place when calculating and producing the year end accounts for 2020-21 and probably as a result of the new RFO not fully understanding local government accounting policies.

When setting the current years budget earlier in the year (February 2021) – it was again anticipated that the Council would use £58,208 from its General Fund to balance its budget for 2021-22.

The discrepancy has now been corrected in the current financial year hence why the Revised budget has been increased to £162,951 shortfall to be funded from the General Fund as opposed to £58,208 in the original budget. The Town Clerk has scrutinised the revised budgets and has made savings where possible. However Members should realise that there have been some supplementary estimate budgets agreed throughout the financial year so far which has also impacted the original budget, all of which has been through the correct committee process for authorisation.

Taking all the above into account the closing balance as at 31 March 2022 on the General Fund was estimated to be £477,293 is now estimated to be £529,403.

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.

OVERVIEW OF REVENUE BUDGET – REVISED 2021-22 AND ESTIMATES 2022-23

Members should remember that with regard to patterns of income and expenditure, there will always be some variations over the course of the year and for that reason the Council works to annual budgets rather than monthly or quarterly.

Obviously, the ongoing situation around the pandemic gives some cause for uncertainty and concern around budget setting for the Council's various services. A prudent approach has therefore been taken to not set unachievable targets for income. The future is still very unpredictable at this stage.

COMMITTEE: HALLS, CEMETERIES & ALLOTMENTS

102 – Langdale Hall

This cost centre relates to the property currently leased to the ICE Centre. This includes costs incurred under landlords responsibilities as well as recharges made to the tenant.

103 – Bars

This cost centre relates to the direct costs for the café/bar 1863 in the Corn Exchange, as well as the bar within the Burwell Hall, as well as the income derived from this operation.

Income and expenditure is based on the aspirations set out in the business plan written by the Venue & Events Officer and recently agreed by the Corn Exchange Working Party – whereby an extension to the operating days and hours for the Café were agreed as well as additional staffing and setting up to sell hot lunches. Hopefully the figures the budget is based on are realistic and achievable.

104 – Corn Exchange.

This includes all income from hall hire, as well as the expenditure relating to the management of the building.

With the introduction of theatrical sound, lighting and seating it is hoped that it will attract more touring theatre acts and the Venue & Events Officer will be able to draw up an all-encompassing programme of events to help with income generation as well as offsetting some of the expenditure. The events budget 4141/104 has therefore been increased to £8,000 in next years budget as agreed by the Corn Exchange Working Party, as well as providing for additional caretaking staff (4001/104 + on-costs).

The Council's halls income was significantly hit in 2020-21 due to COVID which resulted in a loss of £37,000 against that budget; it continues to impact the current year although hopefully on target to reach the revised budgeted income but this is a 50% drop in previous years income.

105 – Burwell Hall

This includes all income from hall hire, as well as the expenditure relating to the management of the Burwell Hall.

Similar to the Corn Exchange, income has been significantly hit due to COVID – although the hall is in line to achieve the income originally budgeted for in the current financial year.

Part of the increase in Caretaking hours has been apportioned over to cover the Burwell Hall as explained above.

Within last years budget £33,000 was set aside for the replacement of the (1) heating system (£30,000) and (2) curtains (£3,000). The status of heating replacement project is that an external report is awaited on the most efficient heating system – hopefully the Project Officer will be reporting the findings back to the committee early in the new year. **In the meantime these funds are held in an Earmarked Reserve (EMR) (A/c 372) until such time as they are needed to cover the expenditure.**

106 – Madley Park Community Centre

This cost centre relates to the property currently leased to the Madley Park Trust. This includes costs incurred under landlords responsibilities as well as recharges made to the tenant.

An Earmarked Reserve (EMR) is held (A/c 329) which currently stands at £20,980 as a contingency should anything structural go wrong with the building.

301 – Tower Hill Cemetery

This cemetery is now primarily closed to new reservations for burials as it is potentially full, although there is still some space for the burial of ashes – and pre-existing reservations. However, there are substantial running costs of maintaining the Cemetery despite it being closed.

Within the Cemetery there is the Cemetery Lodge which is leased by the Co-operative Funeral Company with rental income shown at budget line 1050/301. However there are also two Chapels – one is operational and occasionally used by the public for the funeral services. The other Chapel was part of the lease to the Co-operative but was handed back a few years ago when the terms of the lease was renewed.

As part of the Council's Open Spaces Strategy within the Action Plan – IS3 requires the Council to undertake a full options survey of the unused buildings at the cemeteries – scheduled to take place in April 2022 with an anticipated completion of the survey stage being November 2022. Therefore a Revenue Growth Item for professional fees has been provided at budget line 4059/301 of £5,000 – **however this is to be funded from the EMR held (A/c 362) which currently stands at £18,000.**

An EMR for Memorial Maintenance is also held (A/c 318) this has accumulated over time whereby the Council transfers unspent budget line 4355 Memorial Maintenance into this reserve because to commissioning of the topple testing is costly but an essential requirement at set intervals. It is therefore proposed that any expenditure is funded from the EMR – there is a corresponding entry in the budget at 4495 – TFR From Earmarked Reserve in the revised budget for 2021-22 and the estimates for 2022-23.

302 – Windrush Cemetery

Income from burials and the cost of maintaining the site.

Income continues to be pretty stable, with no surprises. With the development of the land adjoining the Cemetery and the dialogue with the developers to provide an alternative access road off the development there maybe some significant expenditure required in the next few years to provide for the road infrastructure. The Officers continue to work on the mapping of the burial ground in order to digitise the records as well as lay out the remaining burial plots. **An EMR is held (A/c 327) which currently stands at £93,853, with a further £25,000 budgeted to be set aside in the 22-23 budget.**

303 – Closed Churchyards St Mary's & Holy Trinity

The Council is responsible for some aspects of maintenance in these closed churchyards and therefore the costs associated to this work.

It was established several years ago that part of the Council's responsibility was for part of the boundary wall and due to some deterioration, a condition survey was commissioned to establish what works were required under health and safety to safeguard the Council from any claims, particularly as there is a high footfall through the churchyard. The Council has therefore established a considerable budget of £25,150 shown at budget line 4036/303 which has rolled over from the two previous financial years.

As mentioned above the Council has a significant EMR for Memorial Maintenance which currently stands at £30,301 (A/c 318) it is therefore proposed that £10,000 of this is used to offset the budget provision in next years estimates for these works to St Mary's wall – currently the Operations & Estates Advisor is obtaining quotes for this work. The corresponding budget line is provided at 4495/303 in the 2022/23 estimates.

305 – Allotments

Three allotment sites are under the management of the Witney Allotments Association. With the fourth – the new Windrush Allotments about to be incorporated and management transferred in the new lease.

COMMITTEE: PARKS & RECREATION COMMITTEE

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 understood 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 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.

COMMITTEE: STRONGER COMMUNITIES

402 – Community Infrastructure

This cost centre relates to the infrastructure found in the town like bus shelters, bins, benches, cycle racks, defibrillators, church clock, floral displays – and the maintenance of them.

An infrastructure EMR has been set up (A/c 369) and the balance currently stands at £17,630 – however within this there is funding for the replacement of the Welch Way Planters whereby £2,000 is being set aside for 5 years so that a concrete planter can be created which will be more permanent than the wooden one currently in place. Other assets within this EMR include bins, benches, slat bins, bus shelters, defibs – and this is where budgets haven't yet been spent.

4067 – Tree Survey objective PO3 from the Open Spaces Strategy requires the Council to draw up and adopt a comprehensive arboriculture plan an additional £3,000 has been provided in this budget line for a professional report to be drafted in the next financial year.

4166 – Defibrillator Expenditure the only recreation ground that is in the Council’s ownership that doesn’t have a defibrillator is King Georges Field –whilst there is FA grant funding for sports teams to apply for part funding Officers are looking into the feasibility of this and whether the Council should set aside the funding itself. An additional £1500 has been set aside in the 22-23 budget for this.

4208 – COVID-19 Memorial it has been agreed that some sort of lasting memorial should be constructed in the town for the survivors and those that lost their life to COVID. At this stage it hasn’t been established what the memorial should look like, and a Working Party has been established to look into this. For the time being a nominal budget of £1500 has been set aside in the 2022-23 budget.

4215 – In Bloom Entry within the Open Spaces Strategy PO5 in the action plan required the Council to consider its future entry into the In Bloom competition. This has now been considered and whilst the Council have no desire to enter the full competition, it was decided to continue entering individual assets where possible – such as the Leys Recreation Ground and maybe the Cemeteries. This also includes running the schools in bloom competition. The budget for 2022-23 has been left as £6,000.

4990 – Contribution to CCTV Scheme since the Town Centre CCTV Scheme was established back in 2003 the Town Council has contributed £10,000 towards the scheme. For the time being it has been assumed that the level of contribution remains the same although Members should be aware from previous officer reports that the scheme has been under review by WODC and TVP for a number of years now and some of the equipment is in desperate need to be replaced. **The Council does also hold an EMR of £10,000(A/c 375) which was set aside to provide mobile cameras on the Leys and Burwell Recreation Grounds – in response to some serious anti-social behaviour a few years ago. WODC did install a camera on the Leys because they also had issues with the public toilets which they are responsible for.**

408 – Community Activities

This relates to community events like the advent fayre, remembrance Sunday parade, anniversaries, as well as supporting the Youth Council.

4103 – Grant Youth Council activity of the Youth Council has waned due to COVID. Whilst the budget has been removed from the revised budget, it has been reinstated in 2022-23 in the hope that it will be resurrected.

4109 – Blue Plaques it was agreed to allocate £300 towards the plaque for Batts House, therefore the budget has been retained in the current year – although it is anticipated the installation will in fact be in 2022-23.

4141 – Events this budget line covers a number of community events the Council funds. However due to COVID a number were unable to take place in 2021, the revised budget has been reduced accordingly, and reinstated for 2022-23.

4145 – Queens Jubilee (2022) a Working Party has been established, and whilst a higher budget was desirable, realistically a budget of £3,000 has been set aside in consultation with the Chair of the Working Party and others.

COMMITTEE: POLICY, GOVERNANCE & FINANCE

401 – Civic Activities

This cost centre relates to the Council's Civic Activities through the Office of the Mayor and the costs associated with this position of Office – maintaining the chain, civic functions such as the Annual Civic Reception which is a Town Council function hosted by the Mayor.

407 – Grants & Donations (Inc GPC/S137)

This includes the various grants the Council awards annually as well as the general grant budget.

4100 – Grants General the PGF Committee agreed earlier in the year when it reviewed the grant criteria that the budget should be increased to £20,000 because more grant applications were to be anticipated given the financial situation caused to a lot of local organisations as a result of COVID.

4105 – Xmas Lights Tree & Infrastructure following the successful tender of the lights contract for the next three years from 2021, the revised and budget estimate for 2022-23 has been adjusted based on known figures.

4111 – Water Safety/Education earlier in the year the Committee agreed to set aside a budget to help support a water safety campaign/education programme with other stakeholders. The Town Clerk along with key Councillors continue to progress this project and are hopeful a campaign will be available to roll out in the local schools as well as on social media and other platforms in time for Spring and the better weather. The budget set aside in 2022-23 is £10,000. Once the project is scoped and costings known a report will be brought back to Committee for agreement.

4167 – Bus Service the Council continues to support the West Oxfordshire Community Transport, this is the 2nd year of 3 at £21,000 per annum funding is pledged for.

4169 – Children & Youth Provision both the Stronger Communities and Policy, Governance & Finance Committees have agreed that the budget line for grants to those organisations that provide services for children and youth in the Town should be increased from £30,000 to £40,000 in the 2022-23 financial year. The current years budget was supplemented by the unspent funds from the Grants General budget line which was to support the Witney Music Festival and the Witney Carnival events which didn't go ahead this summer due to COVID.

502 – Town Hall Maintenance

The Town Hall is leased from the Town Hall Charity – this cost centre therefore provides for the maintenance of the building and accounts for the income from the sublets of the retail units below it.

4013 – Rent Paid the Council's rent review was due in April 2019 however negotiations were only concluded earlier in the year – therefore the Council had to pay some back rent from previous years hence the higher level of budget in the current year compared with the next financial year.

4036 – Property Maintenance Members will be aware from previous reports that the former optician's property at 51 Market Square has been repurposed into accessible town council offices where the new Admin team are located. These works resulted in the budget line going over budget considerably. **However, an EMR is held for Town Hall Maintenance (A/c 321) and the balance currently stands at £71,799 – therefore the overspend has been covered by the TFR from EMR (4495/502).**

503 – Agency Services

This cost centre relates to the Grounds Maintenance Contract which is then charged out across the various services and functions

As mentioned previously in line with its objectives set out in the Open Spaces Strategy the Council is currently considering its options on the future delivery of grounds maintenance. **A contingency is held in the EMRs which stands at £66,845.**

The revised budget is slightly higher due to several factors, first of all the December invoice from the previous financial year hadn't been accounted for – consequently there was an underspend in last years accounts which would have gone into the General Fund (as explained at the start of this report), but also due to the fact that the current contract was due to expire at 30 September 2021 – with the contract being extended for a further year – the Contractors have renegotiated several areas of the contract where they were losing money. Next years estimates are based on the current year excluding the December invoices with an inflationary increase.

505 – Precept

This relates to the annual Precept agreed. The Council no longer receives the Council Tax Reduction Grant this has been phased out now. The Precept is received into the Council's bank account in two tranches- April and October.

506 – Interest Received

Accounts for bank charges and also interest received from the Council's surplus balances held in CCLA and Barclays.

601 – Works Department

This relates to the costs of the Council's direct work force – and as explained in the introduction is charged back over the various cost centres analysed from the workmen's time sheets, in order to show a true cost of each service and function.

4001 – Salaries, 4002 – ER'S NIC, 4003 – ER'S Superann during the year there has been a vacancy for a Full Time Maintenance Operative, part of the year without a Senior Maintenance Operative, parts of the year where we have been another operative down. The revised budget has therefore been adjusted to take into account these vacancies to provide for a significant saving in the current year.

602 – Central Support

This relates to the costs of the Council's Central Admin Support – and as explained in the introduction will be charged back over the various cost centres.

4001 – Salaries, 4002 – ER’S NIC, 4003 – ER’S Superann Members will be aware that a new structure was implemented in March 2021. There were several amendments to final salaries as a result of negotiations and salary protections – which were all agreed by the Personnel Sub-Committee and ultimately the PGF Committee. This did initially increase the original pay budgets however due to the loss of the RFO which hasn’t been replaced as yet and a delay in recruiting a couple of the other posts the increase has been reduced slightly.

4011 – Rates with the utilisation of the ground floor property as well as the Town Hall the rates have had to be increased.

700 – Strategic Planning Initiatives

Many projects take time to come to fruition and therefore a lot of time is spent on strategic planning and this needs to be accounted for – this is done as a recharge from Central Support.

701 – Corporate Management

This cost centre relates to the Council’s Corporate Management covering things like the annual external audit fees.

702 – Democratic Representation & Management

This cost centre relates to the Democratic part of the Council’s business – which supports the Councillors and the running of meetings.

COMMITTEE: CLIMATE, BIODIVERSITY & PLANNING

206 – Witney Country Park

This cost centre relates to the maintenance of the lake and country park.

4001 – Salaries, 4002 – ER’S NIC, 4003 – ER’S Superann the Staffing Review and the Open Spaces Strategy identified the need for a Park Ranger to manage the lake and country park as well as supporting the Council achieve its biodiversity aspirations. Unfortunately the Town Clerk had not managed to recruit this role – so for the purposes of the revised budget these budget lines have been reduced in the hope that the position will be filled before the year end.

EARMARKED RESERVES (EMR)

The Town Clerk has referred to the use of some EMR’s in the report above to suggest how the budget can be funded, as well as some Capital and Special Revenue Projects later in this report to make the budget affordable and limit the increase in the precept/Band D Council Tax.

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

However, there are a couple EMRs which could be repurposed and designated for alternative use.

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

As previously mentioned 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.

- 323 – Building Repairs Gen £12,997

This is a historic reserve which was for emergency building repairs however most of the Council’s buildings have sufficient budget provision or other EMRs. It is suggested that this might be redesignated for ‘energy efficiencies’ of buildings – particularly as the Climate, Biodiversity & Planning Committee were keen to provide £50k per council owned building for any energy efficiency adaptations.

S106/DEFERRED GRANTS

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

Deferred Grants Unapplied	(From)	31.03.22
		£
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

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 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 Committees the resultant project list is provided at **appendix D**.

SUMMARY AND BOTTOM LINE

After a lot of scrutiny, the Town Clerk has done her best to reduce the precept increase to 7.5% (from 25% first draft) although she acknowledges that the Chairs of Committee requested limiting increases to 5% as well as trying to put money back into the Council's General Fund to ensure it meets the recommended 3 months net revenue expenditure.

The summary report is provided at **appendix E**. This assumes that the use of EMRs are as suggested in the report and attachments. It also funds £165,095 Capital & Special Revenue projects from the Rolling Capital Fund.

In order to balance the budget, the Council will need to use £39,552 from the General Fund, which still leaves £492,016 in it as at 31March 2023 (anticipated) – this is £13,434 above the recommended minimum reserve of £478,582 in the General Fund.

	£
Expenditure	2,199,954
Income	285,628

Net Revenue Expenditure	1,914,326
Precept	1,874,774

Shortfall funded by General Fund	39,522

The Band D equivalent Tax Base is 10965.64 which would result in £170.97 per annum (from £159.04 in the current year). This is an increase of 7.5% or £11.93 – less than £1 per month/22pence per week.

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.

Within the budget there is financial provision for various projects to assist the Council in achieving its objectives. These extend to upgrading of some of its vehicles, making buildings more energy efficient, as well as using green utility companies.

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 and is confident in the accuracy of her figures presented.

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

1. Utilising the Earmarked Reserves as detailed above to fund some revenue and capital expenditure;
2. Repurposing the EMRs A/c 375 – CCTV Leys/Burwell and A/c 323 – Building Repairs;
3. Adopting the revised budget for 2021-22 as presented;
4. Adopting the Capital & Special Revenue Projects as listed;
5. Adopting the budget for 2022-23.

APPENDICES

- | | | |
|---|---|---|
| A | - | Annual budget – By Committee + Budget Notes |
| B | - | Annual budget Summary – By Committee |
| C | - | Earmarked Reserves |
| D | - | Capital & Special Revenue Project |
| E | - | Budget Summary |

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [28.12.22] - APPENDIX A

		<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
<u>Halls, Cemeteries & Allotments</u>										
<u>102</u>	<u>LANGDALE HALL</u>									
1050	RENT RECEIVED	20,000	20,000	20,000	15,227	20,302	0	20,302	0	0
1052	EXPENSES RECOVERED	0	304	0	0	0	0	0	0	0
1058	WATER RECOVERED	900	2,014	900	0	900	0	0	0	0
1059	ELECTRICITY RECOVER	0	7,512	0	0	0	0	0	0	0
1060	INSURANCE RECOVERED	600	598	630	575	575	0	605	0	0
	Total Income	21,500	30,429	21,530	15,801	21,777	0	20,907	0	0
4012	WATER RATES	900	900	900	394	900	0	0	0	0
4015	GAS	0	-381	0	0	0	0	0	0	0
4021	TELEPHONE/FAX	160	142	160	0	0	0	0	0	0
4025	INSURANCE	600	598	630	555	555	0	605	0	0
4036	PROPERTY MAINTENANCE	1,000	1,230	1,000	232	1,000	0	1,000	0	0
4038	OTHER MAINTENANCE	1,000	370	1,000	0	1,000	0	1,000	0	0
4048	ENG.INSPEC.(VATABLE)	0	429	450	0	450	0	450	0	0
4059	OTHER PROF FEES	3,000	3,003	1,000	0	1,000	0	1,000	0	0
4491	TFR TO EARMARKED RES	0	600	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-1,500	-1,500	0	0	0	0	0	0	0
4888	O/S STAFF RCHG	4,250	1,231	888	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	781	234	160	0	0	0	0	0	0
4892	C/S STAFF RCHG	881	840	706	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	183	218	0	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	14,253	0	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [28.12.22] - APPENDIX A

		<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
Overhead Expenditure		11,255	22,168	6,894	1,181	4,905	0	4,055	0	0
Movement to/(from) Gen Reserve		10,245	8,261	14,636	14,621	16,872		16,852		
103	<u>BARS</u>									
1000	BAR SALES - DRINK	0	1,561	8,000	9,198	12,500	0	22,500	0	0
1001	BAR SALES - FOOD	0	38	2,000	3,632	4,000	0	25,050	0	0
1002	BAR HIRE CHARGE	0	0	0	208	167	0	504	0	0
1009	CAFE SALES - HOT DRINKS	0	0	6,000	14,601	18,000	0	27,300	0	0
Total Income		0	1,599	16,000	27,640	34,667	0	75,354	0	0
3000	BAR PURCHASES - DRINK	0	1,262	4,000	4,137	7,500	0	11,500	0	0
3001	BAR PURCHASES - FOOD	0	117	1,000	1,956	2,500	0	12,525	0	0
3009	CAFE PURCHASES - HOT BEVERAGES	0	171	1,000	3,134	6,000	0	13,650	0	0
Direct Expenditure		0	1,549	6,000	9,227	16,000	0	37,675	0	0
4001	SALARIES	0	1,229	22,912	0	33,400	0	62,227	0	0
4002	ER'S NIC	0	251	1,673	0	2,500	0	5,050	0	0
4003	ER'S SUPERANN	0	551	4,972	0	2,000	0	6,155	0	0
4042	EQUIPMENT	0	1,710	2,750	1,859	2,750	0	3,000	0	0
4491	TFR TO EARMARKED RES	0	11,350	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	0	0	1,765	0	0	0	0	0	0
Overhead Expenditure		0	15,091	34,072	1,859	40,650	0	76,432	0	0
Movement to/(from) Gen Reserve		0	(15,041)	(24,072)	16,554	(21,983)		(38,753)		
104	<u>CORN EXCHANGE</u>									

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [28.12.22] - APPENDIX A

		<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
1007	CORN EXCHNGE LETTING	40,000	3,503	20,000	14,135	18,000	0	35,000	0	0
1014	EVENTS INCOME	1,000	-102	1,000	801	1,000	0	2,000	0	0
1015	TEA DANCE INCOME	2,500	0	0	0	1,000	0	1,500	0	0
1016	FUNCTION REFRESHMENT	100	0	500	213	250	0	250	0	0
1049	FACILITY HIRE - EQUP	0	0	0	8	8	0	100	0	0
Total Income		43,600	3,401	21,500	15,157	20,258	0	38,850	0	0
4001	SALARIES	70,619	35,455	42,949	0	36,000	0	57,136	0	0
4002	ER'S NIC	4,484	2,117	2,629	0	4,576	0	2,500	0	0
4003	ER'S SUPERANN	15,325	5,407	6,264	0	6,295	0	6,900	0	0
4007	PROTECTIVE CLOTHING	300	175	300	160	300	0	300	0	0
4008	TRAINING	500	25	500	0	500	0	500	0	0
4009	TRAVELLING	125	0	0	0	0	0	0	0	0
4011	RATES	4,582	0	4,665	756	1,260	0	4,665	0	0
4012	WATER RATES	400	435	500	-63	500	0	500	0	0
4014	ELECTRICITY	5,000	4,219	5,200	2,220	5,200	0	5,200	0	0
4015	GAS	4,500	2,942	5,200	2,234	5,200	0	5,200	0	0
4016	CLEANING MATERIALS	2,310	839	2,310	949	2,310	0	2,310	0	0
4017	CONTRACT CLEAN/WASTE	5,500	2,481	5,500	1,653	3,000	0	3,000	0	0
4018	PHOTOCOPIER COSTS	150	123	150	82	100	0	100	0	0
4020	COPIER RENTAL	700	505	0	0	0	0	0	0	0
4021	TELEPHONE/FAX	1,200	544	600	416	660	0	700	0	0
4025	INSURANCE	650	702	650	651	651	0	690	0	0
4028	I.T.	1,400	1,142	1,400	1,113	1,400	0	1,400	0	0
4030	RECRUITMENT ADVT'G	500	0	1,000	0	1,000	0	1,000	0	0

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Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [28.12.22] - APPENDIX A

		<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
4032	PUBLICITY	6,000	4,843	4,000	173	3,000	0	3,000	0	0
4036	PROPERTY MAINTENANCE	8,000	3,920	5,000	2,748	5,000	0	8,000	0	0
4038	OTHER MAINTENANCE	4,000	2,251	4,000	1,614	4,000	0	4,000	0	0
4042	EQUIPMENT	1,500	105	1,000	497	1,500	0	1,500	0	0
4043	SMALL TOOLS & EQUIPT	300	98	350	128	350	0	150	0	0
4044	FUEL	25	0	0	0	0	0	0	0	0
4045	LICENCES	1,500	3,069	2,300	1,977	2,300	0	4,000	0	0
4048	ENG.INSPEC.(VARIABLE)	0	290	300	0	300	0	300	0	0
4064	HEALTH & SAFETY	0	0	0	28	50	0	100	0	0
4141	EVENTS	2,500	-704	2,000	1,338	2,000	0	8,000	0	0
4142	TEA DANCE COSTS	5,850	0	0	0	1,500	0	6,000	0	0
4143	REFRESHMENT COSTS	300	7	300	0	300	0	300	0	0
4250	BAD DEBTS	0	-82	0	0	0	0	0	0	0
4400	COVID-19 EXPENDITURE	0	298	0	0	0	0	0	0	0
4491	TFR TO EARMARKED RES	10,000	42,595	10,000	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-3,000	-3,000	-1,700	-1,700	-1,700	0	0	0	0
4888	O/S STAFF RCHG	11,358	3,734	3,296	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	2,086	616	595	0	0	0	0	0	0
4892	C/S STAFF RCHG	9,691	9,287	10,910	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	3,290	3,906	0	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	31,343	0	0	0	0	0	0	0
	Overhead Expenditure	181,645	159,688	122,168	16,974	87,552	0	127,451	0	0
	Movement to/(from) Gen Reserve	(138,045)	(156,287)	(100,668)	(1,817)	(67,294)		(88,601)		
105	<u>BURWELL HALL</u>									

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [28.12.22] - APPENDIX A

		<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
1002	BAR HIRE CHARGE	0	0	0	50	50	0	150	0	0
1005	BURWELL HALL LETTING	27,000	3,061	12,000	10,142	12,000	0	18,000	0	0
Total Income		27,000	3,061	12,000	10,192	12,050	0	18,150	0	0
4001	SALARIES	47,667	30,142	28,632	0	24,000	0	38,090	0	0
4002	ER'S NIC	3,027	2,214	1,753	0	1,650	0	3,050	0	0
4003	ER'S SUPERANN	10,344	5,865	4,176	0	4,200	0	4,600	0	0
4007	PROTECTIVE CLOTHING	300	0	300	0	300	0	150	0	0
4008	TRAINING	250	25	250	0	250	0	250	0	0
4009	TRAVELLING	125	0	125	0	0	0	0	0	0
4011	RATES	3,100	0	3,150	509	850	0	1,200	0	0
4012	WATER RATES	1,400	628	1,000	317	1,000	0	1,500	0	0
4014	ELECTRICITY	2,700	1,622	2,700	717	2,000	0	2,500	0	0
4015	GAS	3,250	2,511	4,000	1,963	4,000	0	4,000	0	0
4016	CLEANING MATERIALS	2,000	610	2,000	132	2,000	0	2,000	0	0
4017	CONTRACT CLEAN/WASTE	3,000	1,399	3,000	758	3,000	0	3,000	0	0
4021	TELEPHONE/FAX	800	299	300	391	300	0	300	0	0
4025	INSURANCE	350	345	365	320	320	0	340	0	0
4028	I.T.	2,000	540	2,000	91	1,000	0	1,000	0	0
4030	RECRUITMENT ADVT'G	200	0	200	0	200	0	200	0	0
4032	PUBLICITY	950	48	1,850	0	750	0	1,000	0	0
4036	PROPERTY MAINTENANCE	5,000	1,069	3,000	861	3,000	0	5,000	0	0
4038	OTHER MAINTENANCE	2,100	1,493	2,100	1,021	2,100	0	2,100	0	0
4042	EQUIPMENT	2,000	48	1,500	0	1,500	0	1,500	0	0
4043	SMALL TOOLS & EQUIPT	100	78	100	0	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [28.12.22] - APPENDIX A

		<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
4045	LICENCES	500	499	500	539	539	0	750	0	0
4048	ENG.INSPEC.(VARIABLE)	100	143	160	0	160	0	160	0	0
4059	OTHER PROF FEES	150	0	150	6	150	0	150	0	0
4400	COVID-19 EXPENDITURE	0	21	0	0	0	0	0	0	0
4491	TFR TO EARMARKED RES	0	14,800	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-1,450	-1,450	-900	-900	-900	0	0	0	0
4888	O/S STAFF RCHG	6,319	9,443	16,518	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	1,161	1,473	2,982	0	0	0	0	0	0
4892	C/S STAFF RCHG	6,872	6,594	9,039	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	2,346	2,786	0	0	0	0	0	0	0
5198	Deferred Grants Released	0	-280	0	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	4,058	0	0	0	0	0	0	0
Overhead Expenditure		106,661	87,023	90,950	6,724	52,369	0	72,840	0	0
Movement to/(from) Gen Reserve		(79,661)	(83,962)	(78,950)	3,468	(40,319)		(54,690)		
106	<u>MADLEY PARK COMMUNITY CENTRE</u>									
1060	INSURANCE RECOVERED	375	406	430	376	376	0	400	0	0
Total Income		375	406	430	376	376	0	400	0	0
4025	INSURANCE	375	406	420	376	376	0	400	0	0
4036	PROPERTY MAINTENANCE	2,000	370	2,000	0	0	0	0	0	0
4038	OTHER MAINTENANCE	150	0	150	0	150	0	150	0	0
4048	ENG.INSPEC.(VARIABLE)	0	654	700	0	700	0	700	0	0
4059	OTHER PROF FEES	1,000	0	1,300	0	0	0	1,500	0	0
4491	TFR TO EARMARKED RES	0	2,500	0	0	0	0	0	0	0

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Note: DRAFT ~ REV 21/22 & EST 22/23 [28.12.22] - APPENDIX A

		<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
4495	TFR FROM EARMARKED R	0	0	-1,000	-1,000	-1,000	0	0	0	0
4888	O/S STAFF RCHG	1,153	0	13	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	212	0	2	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	17,574	0	0	0	0	0	0	0
	Overhead Expenditure	4,890	21,504	3,585	-624	226	0	2,750	0	0
	Movement to/(from) Gen Reserve	(4,515)	(21,098)	(3,155)	1,000	150		(2,350)		
301	<u>TOWER HILL CEMETERY</u>									
1050	RENT RECEIVED	11,350	11,350	11,350	8,513	11,350	0	11,350	0	0
1060	INSURANCE RECOVERED	345	205	225	190	190	0	200	0	0
1100	BURIAL FEES	3,500	8,065	3,500	4,656	4,000	0	3,500	0	0
1101	GRANT OF RIGHTS	1,500	1,035	350	1,073	1,000	0	1,000	0	0
1102	INTERMENT OF ASHES	3,500	7,466	6,000	3,843	3,500	0	3,000	0	0
1105	MEMORIAL FEES	3,000	3,601	3,000	3,599	3,511	0	3,511	0	0
1106	MEMORIAL PLAQUES	250	389	500	0	0	0	500	0	0
1108	CHAPEL FEES	300	0	0	321	214	0	214	0	0
	Total Income	23,745	32,110	24,925	22,194	23,765	0	23,275	0	0
4001	SALARIES	14,231	14,335	7,077	0	10,000	0	11,970	0	0
4002	ER'S NIC	1,369	1,373	580	0	820	0	1,200	0	0
4003	ER'S SUPERANN	3,088	3,111	1,536	0	2,165	0	2,600	0	0
4007	PROTECTIVE CLOTHING	100	0	100	0	100	0	100	0	0
4011	RATES	2,600	2,943	3,809	3,047	3,385	0	3,555	0	0
4012	WATER RATES	100	70	100	209	209	0	220	0	0
4014	ELECTRICITY	380	380	450	182	450	0	450	0	0

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		<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
4016	CLEANING MATERIALS	30	0	30	0	30	0	30	0	0
4017	CONTRACT CLEAN/WASTE	2,560	1,360	2,560	1,050	2,560	0	2,560	0	0
4025	INSURANCE	345	205	250	190	190	0	200	0	0
4036	PROPERTY MAINTENANCE	6,000	385	6,000	1,019	6,000	0	6,000	0	0
4038	OTHER MAINTENANCE	0	1,259	0	0	0	0	0	0	0
4040	ARBORICULTURE	3,500	3,500	0	0	0	0	0	0	0
4041	EQUIPMENT HIRE	0	495	0	0	0	0	0	0	0
4042	EQUIPMENT	100	0	100	0	100	0	100	0	0
4059	OTHER PROF FEES	0	2,480	0	0	0	0	5,000	0	0
4064	HEALTH & SAFETY	0	0	0	14	50	0	100	0	0
4110	SUBSIDIZED LETTINGS	200	0	200	0	200	0	200	0	0
4350	PLAQUES PURCHASED	500	444	500	86	0	0	0	0	0
4355	MEMORIAL MAINTENANCE	2,500	430	2,500	550	2,500	0	2,500	0	0
4491	TFR TO EARMARKED RES	0	7,000	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	0	0	0	0	-2,500	0	-7,500	0	0
4888	O/S STAFF RCHG	80,811	57,025	61,368	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	14,845	9,512	11,080	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	37,882	32,623	35,588	26,089	39,242	0	39,671	0	0
4892	C/S STAFF RCHG	3,650	3,521	6,885	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	1,787	2,122	0	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	3,305	0	0	0	0	0	0	0
	Overhead Expenditure	176,578	147,878	140,713	32,436	65,501	0	68,956	0	0
	Movement to/(from) Gen Reserve	(152,833)	(115,768)	(115,788)	(10,242)	(41,736)		(45,681)		
302	WINDRUSH CEMETERY									

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		<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
1100	BURIAL FEES	20,000	21,490	16,500	11,711	9,170	0	9,630	0	0
1101	GRANT OF RIGHTS	20,000	22,894	15,000	15,417	17,000	0	17,500	0	0
1102	INTERMENT OF ASHES	5,000	3,520	5,000	2,708	5,108	0	5,250	0	0
1105	MEMORIAL FEES	5,000	6,308	3,500	5,219	5,200	0	5,500	0	0
1106	MEMORIAL PLAQUES	100	-75	100	0	100	0	100	0	0
Total Income		50,100	54,136	40,100	35,054	36,578	0	37,980	0	0
4001	SALARIES	14,232	14,335	7,077	0	10,000	0	11,970	0	0
4002	ER'S NIC	1,368	1,373	580	0	820	0	1,200	0	0
4003	ER'S SUPERANN	3,088	3,111	1,536	0	2,165	0	2,600	0	0
4007	PROTECTIVE CLOTHING	100	0	100	0	100	0	100	0	0
4011	RATES	3,660	4,151	3,136	4,296	4,773	0	5,010	0	0
4012	WATER RATES	100	80	274	161	250	0	250	0	0
4014	ELECTRICITY	1,155	2,283	1,750	875	1,750	0	2,000	0	0
4016	CLEANING MATERIALS	30	0	30	0	30	0	30	0	0
4017	CONTRACT CLEAN/WASTE	375	1,134	1,000	510	1,000	0	1,000	0	0
4021	TELEPHONE/FAX	200	149	200	0	200	0	250	0	0
4025	INSURANCE	120	112	125	112	112	0	120	0	0
4036	PROPERTY MAINTENANCE	2,700	613	2,000	355	2,000	0	2,000	0	0
4037	GROUNDS MAINTENANCE	100	0	100	0	100	0	1,600	0	0
4038	OTHER MAINTENANCE	770	701	1,350	366	1,350	0	1,350	0	0
4041	EQUIPMENT HIRE	0	848	1,000	0	1,000	0	1,000	0	0
4042	EQUIPMENT	1,500	90	1,500	766	1,500	0	1,500	0	0
4059	OTHER PROF FEES	0	6,680	0	3,100	6,055	0	5,000	0	0
4064	HEALTH & SAFETY	0	0	0	14	50	0	100	0	0

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4350	PLAQUES PURCHASED	500	0	500	0	500	0	500	0	0
4355	MEMORIAL MAINTENANCE	2,000	0	2,000	0	2,000	0	2,000	0	0
4400	COVID-19 EXPENDITURE	0	119	0	0	0	0	0	0	0
4491	TFR TO EARMARKED RES	0	2,000	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-700	-700	0	0	-2,000	0	-2,000	0	0
4888	O/S STAFF RCHG	60,641	74,489	110,326	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	11,140	13,971	19,920	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	13,372	11,516	12,563	9,210	14,458	0	14,616	0	0
4892	C/S STAFF RCHG	3,675	3,521	6,885	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	1,787	2,122	0	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	4,988	0	0	0	0	0	0	0
	Overhead Expenditure	121,913	147,686	173,952	19,765	48,213	0	52,196	0	0
	Movement to/(from) Gen Reserve	(71,813)	(93,550)	(133,852)	15,289	(11,635)		(14,216)		
303	<u>CLOSED CH'YARDS ST MARYS/HOLY</u>									
1060	INSURANCE RECOVERED	0	0	0	4,144	4,144	0	0	0	0
1085	INSURANCE CLAIMS RECEIVED	0	5,252	0	-5,252	-5,252	0	0	0	0
	Total Income	0	5,252	0	-1,108	-1,108	0	0	0	0
4036	PROPERTY MAINTENANCE	18,983	8,404	25,150	150	25,150	0	11,000	0	0
4040	ARBORICULTURE	8,000	7,000	1,000	0	1,000	0	1,000	0	0
4059	OTHER PROF FEES	2,017	4,007	2,500	0	2,500	0	2,500	0	0
4491	TFR TO EARMARKED RES	0	16,150	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-10,000	-10,000	-16,150	-16,150	-16,150	0	-10,000	0	0
	Overhead Expenditure	19,000	25,561	12,500	-16,000	12,500	0	4,500	0	0

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>(19,000)</u>	<u>(20,309)</u>	<u>(12,500)</u>	<u>14,892</u>	<u>(13,608)</u>		<u>(4,500)</u>		
305	<u>ALLOTMENTS</u>									
1052	EXPENSES RECOVERED	0	0	0	142	142	0	0	0	0
	Total Income	0	0	0	142	142	0	0	0	0
4013	RENT PAID	5	5	5	5	5	0	0	0	0
4036	PROPERTY MAINTENANCE	0	0	500	536	536	0	500	0	0
4037	GROUNDS MAINTENANCE	500	0	500	0	500	0	500	0	0
4888	O/S STAFF RCHG	4,624	727	999	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	849	91	180	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	3,077	2,650	2,891	2,119	4,131	0	4,176	0	0
4892	C/S STAFF RCHG	881	840	706	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	183	218	0	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	3,525	0	0	0	0	0	0	0
	Overhead Expenditure	10,119	8,056	5,781	2,660	5,172	0	5,176	0	0
Movement to/(from) Gen Reserve		<u>(10,119)</u>	<u>(8,056)</u>	<u>(5,781)</u>	<u>(2,518)</u>	<u>(5,030)</u>		<u>(5,176)</u>		
Halls, Cemeteries & Allotments - Income		166,320	130,394	136,485	125,448	148,505	0	214,916	0	0
Expenditure		632,061	636,204	596,615	74,202	333,088	0	452,031	0	0
Movement to/(from) Gen Reserve		<u>(465,741)</u>	<u>(505,810)</u>	<u>(460,130)</u>	<u>51,246</u>	<u>(184,583)</u>		<u>(237,115)</u>		

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Parks & Recreation</u>										
<u>201</u>	<u>SPLASHPARK</u>									
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.(VARIABLE)	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
	Overhead Expenditure	91,121	99,457	42,973	3,938	27,823	0	36,979	0	0
	Movement to/(from) Gen Reserve	(91,121)	(99,457)	(42,973)	(3,938)	(27,823)		(36,979)		
<u>202</u>	<u>THE LEYS RECREATION GROUND</u>									
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
1052	EXPENSES RECOVERED	1,000	375	500	60	60	0	150	0	0

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1058	WATER RECOVERED	180	175	175	175	175	0	150	0	0
	Total Income	27,620	6,701	26,180	18,058	18,058	0	18,095	0	0
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
4888	O/S STAFF RCHG	37,826	24,741	35,073	0	0	0	0	0	0

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
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
	Overhead Expenditure	141,934	140,107	155,456	70,174	75,098	0	107,281	0	0
	Movement to/(from) Gen Reserve	(114,314)	(133,406)	(129,276)	(52,116)	(57,040)		(89,186)		
203	<u>WEST WITNEY SPORTS GROUND</u>									
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
	Total Income	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
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

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
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
	Overhead Expenditure	<u>74,111</u>	<u>76,470</u>	<u>73,368</u>	<u>47,393</u>	<u>71,561</u>	<u>0</u>	<u>68,978</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(41,700)</u>	<u>(49,768)</u>	<u>(46,507)</u>	<u>(15,234)</u>	<u>(37,119)</u>		<u>(40,361)</u>		
204	<u>BURWELL (QE2) SPORTS GROUND</u>									
1020	SPORTS - FOOTBALL	3,000	875	1,500	3,401	3,000	0	3,500	0	0
	Total Income	<u>3,000</u>	<u>875</u>	<u>1,500</u>	<u>3,401</u>	<u>3,000</u>	<u>0</u>	<u>3,500</u>	<u>0</u>	<u>0</u>
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	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

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4047	PLAY EQUIP MAINTENCE	1,000	1,534	2,000	0	2,000	0	2,000	0	0
4048	ENG.INSPEC.(VATABLE)	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
	Overhead Expenditure	36,803	27,816	31,899	19,656	30,965	0	34,719	0	0
	Movement to/(from) Gen Reserve	(33,803)	(26,941)	(30,399)	(16,255)	(27,965)		(31,219)		
205	<u>KING GEORGE V / NEWLAND</u>									
1020	SPORTS - FOOTBALL	1,000	212	250	1,290	1,000	0	1,600	0	0
	Total Income	1,000	212	250	1,290	1,000	0	1,600	0	0
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
4048	ENG.INSPEC.(VATABLE)	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

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
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
Overhead Expenditure		17,086	18,539	24,837	8,557	16,354	0	16,528	0	0
Movement to/(from) Gen Reserve		(16,086)	(18,327)	(24,587)	(7,267)	(15,354)		(14,928)		
207	<u>MOORLAND ROAD PLAY AREA</u>									
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
Overhead Expenditure		2,393	2,559	4,504	62	812	0	850	0	0
Movement to/(from) Gen Reserve		(2,393)	(2,559)	(4,504)	(62)	(812)		(850)		
208	<u>WOOD GREEN PITCHES/PLAY AREA</u>									
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	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

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		<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	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
	Overhead Expenditure	5,309	2,655	7,309	62	2,887	0	2,948	0	0
	Movement to/(from) Gen Reserve	(5,309)	(2,655)	(7,309)	(62)	(2,887)		(2,948)		
209	<u>ETON CLOSE PLAY AREA</u>									
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
	Overhead Expenditure	1,250	1,488	1,575	62	637	0	675	0	0
	Movement to/(from) Gen Reserve	(1,250)	(1,488)	(1,575)	(62)	(637)		(675)		
210	<u>OXLEASE PLAY AREA</u>									
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	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

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		<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
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
Overhead Expenditure		11,237	3,568	20,412	62	15,470	0	15,666	0	0
Movement to/(from) Gen Reserve		(11,237)	(3,568)	(20,412)	(62)	(15,470)		(15,666)		
211	<u>FIELDMERE PLAY AREA</u>									
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
Overhead Expenditure		2,247	3,289	6,378	62	587	0	625	0	0
Movement to/(from) Gen Reserve		(2,247)	(3,289)	(6,378)	(62)	(587)		(625)		
212	<u>QUARRY ROAD PLAY AREA</u>									
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	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

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		<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
4890	O/S O'HEAD RCHG	15	15	33	0	0	0	0	0	0
	Overhead Expenditure	1,346	1,461	1,693	62	537	0	575	0	0
	Movement to/(from) Gen Reserve	(1,346)	(1,461)	(1,693)	(62)	(537)		(575)		
213	<u>RALEIGH CRESCENT PLAY AREA</u>									
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
	Overhead Expenditure	2,349	5,142	5,920	5	605	0	605	0	0
	Movement to/(from) Gen Reserve	(2,349)	(5,142)	(5,920)	(5)	(605)		(605)		
214	<u>PARK ROAD PLAY AREA</u>									
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
4048	ENG.INSPEC.(VATABLE)	0	0	0	0	0	0	250	0	0
4049	PLAY RISK ASSESSMENT	0	0	0	0	500	0	100	0	0
	Overhead Expenditure	0	0	0	0	625	0	975	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	(625)		(975)		

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	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Parks & Recreation - Income	64,031	34,491	54,791	54,909	56,500	0	51,812	0	0
Expenditure	387,186	382,551	376,324	150,093	243,961	0	287,404	0	0
Movement to/(from) Gen Reserve	<u>(323,155)</u>	<u>(348,060)</u>	<u>(321,533)</u>	<u>(95,185)</u>	<u>(187,461)</u>		<u>(235,592)</u>		

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Stronger Communities</u>										
402	<u>COMMUNITY INFRASTRUCTURE</u>									
1052	EXPENSES RECOVERED	0	621	0	1,821	1,900	0	0	0	0
1170	GRANTS RECEIVED	0	500	0	9,355	9,355	0	0	0	0
1171	DONATIONS RECEIVED	0	0	0	2,768	2,768	0	0	0	0
	Total Income	0	1,121	0	13,944	14,023	0	0	0	0
4001	SALARIES	0	635	0	0	0	0	0	0	0
4002	ER'S NIC	0	5	0	0	0	0	0	0	0
4003	ER'S SUPERANN	0	15	0	0	0	0	0	0	0
4013	RENT PAID	5	0	5	0	5	0	5	0	0
4014	ELECTRICITY	750	925	800	562	1,000	0	1,000	0	0
4017	CONTRACT CLEAN/WASTE	4,100	3,676	4,000	692	2,000	0	4,000	0	0
4025	INSURANCE	130	112	125	112	112	0	120	0	0
4035	BUS SHELTER MAINTENANCE	3,800	0	2,000	0	2,000	0	2,000	0	0
4036	PROPERTY MAINTENANCE	3,630	10	2,630	183	2,630	0	2,630	0	0
4037	GROUNDS MAINTENANCE	3,000	1,847	3,000	0	3,000	0	3,000	0	0
4039	HORTICULTURE	750	0	750	209	750	0	750	0	0
4040	ARBORICULTURE	24,550	13,800	29,750	11,440	29,750	0	19,000	0	0
4066	TREE REPLACEMENT	6,000	2,090	8,000	2,556	8,000	0	4,000	0	0
4067	Tree Survey	5,000	3,750	6,250	1,926	6,250	0	8,000	0	0
4166	DEFIBRILLATOR EXPENDITURE	2,200	967	2,500	1,061	2,500	0	4,000	0	0
4200	STREET FURNITURE	0	1,713	0	3,131	4,128	0	1,000	0	0
4205	CLIMATE EMERGENCY	10,000	0	25,000	0	25,000	0	15,000	0	0

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4208	COVID-19 MEMORIAL	0	0	0	0	0	0	1,500	0	0
4210	CHURCH CLOCK	1,500	0	3,000	0	3,000	0	1,500	0	0
4215	IN BLOOM - INC SCHOOLS CHALLENGE	14,800	625	8,000	731	2,000	0	6,000	0	0
4491	TFR TO EARMARKED RES	0	39,100	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-18,150	-18,150	-29,500	-29,500	-29,500	0	0	0	0
4888	O/S STAFF RCHG	45,293	46,493	73,887	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	8,321	7,286	11,601	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	152,727	131,641	150,692	115,609	169,360	0	171,213	0	0
4892	C/S STAFF RCHG	8,508	12,293	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
4990	CONTRN TO CCTV SCH.	10,000	10,000	10,000	0	10,000	0	10,000	0	0
5199	Depreciation Charge to Service	0	4,378	0	0	0	0	0	0	0
Overhead Expenditure		290,204	267,116	325,165	108,713	241,985	0	254,718	0	0
Movement to/(from) Gen Reserve		(290,204)	(265,995)	(325,165)	(94,769)	(227,962)		(254,718)		
408	COMMUNITY ACTIVITIES									
4103	GRANT YOUTH COUNCIL	500	18	500	0	0	0	500	0	0
4109	BLUE PLAQUES	1,000	0	1,000	0	1,000	0	0	0	0
4141	EVENTS	12,500	646	11,000	2,501	3,500	0	11,000	0	0
4145	QUEENS JUBILEE (2022)	0	0	0	0	0	0	3,000	0	0
4491	TFR TO EARMARKED RES	0	1,000	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-1,000	-1,000	-1,000	-1,000	-1,000	0	0	0	0
4892	C/S STAFF RCHG	35,013	32,844	54,266	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	14,085	16,725	0	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	98	0	0	0	0	0	0	0

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	<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
Overhead Expenditure	62,098	50,331	65,766	1,501	3,500	0	14,500	0	0
Movement to/(from) Gen Reserve	<u>(62,098)</u>	<u>(50,331)</u>	<u>(65,766)</u>	<u>(1,501)</u>	<u>(3,500)</u>		<u>(14,500)</u>		
Stronger Communities - Income	0	1,121	0	13,944	14,023	0	0	0	0
Expenditure	352,302	317,447	390,931	110,214	245,485	0	269,218	0	0
Movement to/(from) Gen Reserve	<u>(352,302)</u>	<u>(316,325)</u>	<u>(390,931)</u>	<u>(96,270)</u>	<u>(231,462)</u>		<u>(269,218)</u>		

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Policy, Governance & Finance</u>										
401	<u>CIVIC ACTIVITIES</u>									
4000	MAYORS ALLOWANCE	4,000	-425	3,000	243	3,000	0	3,000	0	0
4150	CIVIC FUNCTIONS	3,800	286	2,000	241	2,000	0	2,000	0	0
4152	MAYOR'S CHAIN	400	382	200	268	268	0	300	0	0
4153	ANNUAL CIVIC AWARDS	400	30	200	0	200	0	200	0	0
4495	TFR FROM EARMARKED R	-3,200	-3,200	0	0	0	0	0	0	0
4892	C/S STAFF RCHG	22,201	20,616	28,069	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	7,286	8,651	0	0	0	0	0	0	0
5198	Deferred Grants Released	0	-2,715	0	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	103	0	0	0	0	0	0	0
	Overhead Expenditure	34,887	23,727	33,469	752	5,468	0	5,500	0	0
	Movement to/(from) Gen Reserve	(34,887)	(23,727)	(33,469)	(752)	(5,468)		(5,500)		
407	<u>GRANTS & DONATIONS (INC S137)</u>									
1171	DONATIONS RECEIVED	0	750	0	1,000	1,000	0	1,000	0	0
	Total Income	0	750	0	1,000	1,000	0	1,000	0	0
4099	MISCELLANEOUS	0	10,000	0	1,100	1,100	0	0	0	0
4100	GRANTS GENERAL	15,000	1,610	13,640	5,774	13,640	0	20,000	0	0
4101	GRANT CAB	2,000	2,000	2,000	2,000	2,000	0	2,000	0	0
4104	GRANT CARNIVAL/XMAS ROTARY CLB	3,100	0	3,100	2,100	2,100	0	3,100	0	0
4105	XMAS LIGHTS, TREE & INFRASTRUC	40,000	20,576	54,000	38,565	45,000	0	35,120	0	0
4107	Witney Dementia Alliance	1,000	0	1,000	0	0	0	1,000	0	0

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4108	GRANT OPA	1,000	0	1,000	1,000	1,000	0	1,000	0	0
4110	SUBSIDIZED LETTINGS	1,800	213	1,800	170	750	0	1,800	0	0
4111	WATER SAFETY/EDUCATION	0	0	0	0	0	0	10,000	0	0
4160	TOWN TWINNING	1,500	0	2,000	500	2,000	0	500	0	0
4161	TOWN TWINNING ROOM HIRE	500	0	500	0	0	0	500	0	0
4162	GRANT VOLUNTEER LINK-UP	500	500	500	500	500	0	500	0	0
4164	MADLEY PARK TRUST GRANT	5,000	0	0	0	0	0	0	0	0
4167	BUS SERVICE	21,000	18,000	21,000	14,000	21,000	0	21,000	0	0
4169	CHILDREN & YOUTH PROVISION	30,000	29,510	40,250	14,364	40,250	0	40,000	0	0
4491	TFR TO EARMARKED RES	0	39,390	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-5,000	-5,000	-34,390	-34,390	-34,390	0	0	0	0
Overhead Expenditure		117,400	116,798	106,400	45,682	94,950	0	136,520	0	0
Movement to/(from) Gen Reserve		(117,400)	(116,048)	(106,400)	(44,682)	(93,950)		(135,520)		
502	TOWN HALL MAINTEN'CE									
1011	HALL LETTINGS	50	0	0	0	0	0	0	0	0
1050	RENT RECEIVED	19,950	19,950	13,950	0	13,950	0	13,950	0	0
1052	EXPENSES RECOVERED	0	150	0	-109	0	0	0	0	0
Total Income		20,000	20,100	13,950	-109	13,950	0	13,950	0	0
4001	SALARIES	0	3,239	0	0	0	0	0	0	0
4002	ER'S NIC	0	217	0	0	0	0	0	0	0
4003	ER'S SUPERANN	0	703	0	0	0	0	0	0	0
4011	RATES	10,000	0	0	1,969	0	0	0	0	0
4013	RENT PAID	13,750	17,250	19,000	7,750	19,000	0	15,500	0	0

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4014	ELECTRICITY	0	884	0	0	0	0	0	0	0
4017	CONTRACT CLEAN/WASTE	0	63	0	0	0	0	0	0	0
4025	INSURANCE	1,130	1,211	1,250	872	872	0	925	0	0
4030	RECRUITMENT ADVT'G	0	0	0	0	0	0	0	0	0
4036	PROPERTY MAINTENANCE	4,100	20,692	4,100	21,088	22,000	0	4,500	0	0
4038	OTHER MAINTENANCE	1,750	1,740	1,750	582	1,750	0	2,000	0	0
4041	EQUIPMENT HIRE	0	0	0	0	500	0	2,000	0	0
4059	OTHER PROF FEES	10,000	3,513	6,450	5,430	6,450	0	2,500	0	0
4400	COVID-19 EXPENDITURE	0	164	0	0	0	0	0	0	0
4491	TFR TO EARMARKED RES	0	9,950	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-5,000	-5,000	-9,950	-9,950	-26,938	0	0	0	0
4888	O/S STAFF RCHG	293	22,904	1,074	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	54	5,381	1,939	0	0	0	0	0	0
4892	C/S STAFF RCHG	2,416	2,294	3,248	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	843	1,001	0	0	0	0	0	0	0
	Overhead Expenditure	39,336	86,205	28,861	27,740	23,634	0	27,425	0	0
	Movement to/(from) Gen Reserve	(19,336)	(66,105)	(14,911)	(27,849)	(9,684)		(13,475)		
503	<u>AGENCY SERVICES</u>									
4300	AGENCY MAINT'CE	355,470	330,978	362,951	250,132	413,072	0	417,593	0	0
4310	AGENCY MAINT'CE V O	10,000	0	5,000	0	5,000	0	5,000	0	0
4320	AGENCY SPECIAL ADVCE	200	795	200	51	0	0	200	0	0
4891	AGENCY SERVICES RECHARGE	-365,670	-330,978	-368,151	-250,132	-413,072	0	-417,593	0	0
	Overhead Expenditure	0	795	0	51	5,000	0	5,200	0	0

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>0</u>	<u>(795)</u>	<u>0</u>	<u>(50)</u>	<u>(5,000)</u>		<u>(5,200)</u>		
505	<u>PRECEPT</u>									
1176	PRECEPT	1,628,699	1,628,699	1,691,877	1,691,877	1,691,877	0	1,874,774	0	0
1177	PRECEPT SUPPORT GRANT	30,454	30,454	0	0	0	0	0	0	0
Total Income		<u>1,659,153</u>	<u>1,659,153</u>	<u>1,691,877</u>	<u>1,691,877</u>	<u>1,691,877</u>	<u>0</u>	<u>1,874,774</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>1,659,153</u>	<u>1,659,153</u>	<u>1,691,877</u>	<u>1,691,877</u>	<u>1,691,877</u>		<u>1,874,774</u>		
506	<u>INTEREST RECEIVED</u>									
1190	INTEREST RECEIVED	8,000	5,010	4,500	1,379	2,500	0	2,500	0	0
Total Income		<u>8,000</u>	<u>5,010</u>	<u>4,500</u>	<u>1,379</u>	<u>2,500</u>	<u>0</u>	<u>2,500</u>	<u>0</u>	<u>0</u>
4051	BANK CHARGES	1,200	789	2,000	754	2,000	0	2,000	0	0
Overhead Expenditure		<u>1,200</u>	<u>789</u>	<u>2,000</u>	<u>754</u>	<u>2,000</u>	<u>0</u>	<u>2,000</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>6,800</u>	<u>4,221</u>	<u>2,500</u>	<u>625</u>	<u>500</u>		<u>500</u>		
601	<u>WORKS DEPARTMENT GEN</u>									
1175	ASSET DISPOSALS	0	0	0	195	195	0	0	0	0
Total Income		<u>0</u>	<u>0</u>	<u>0</u>	<u>195</u>	<u>195</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
4001	SALARIES	264,341	214,704	276,737	0	230,413	0	270,000	0	0
4002	ER'S NIC	21,807	19,435	36,201	0	20,308	0	27,400	0	0
4003	ER'S SUPERANN	53,023	46,564	58,174	0	50,000	0	58,250	0	0
4007	PROTECTIVE CLOTHING	2,500	1,293	3,700	2,039	3,700	0	4,000	0	0
4008	TRAINING	6,400	5,465	5,900	4,120	5,900	0	6,000	0	0
4009	TRAVELLING	1,000	1,433	1,000	0	1,000	0	1,000	0	0

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		<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
4014	ELECTRICITY	6,500	6,679	6,500	5,959	7,000	0	7,500	0	0
4016	CLEANING MATERIALS	750	441	300	174	600	0	300	0	0
4017	CONTRACT CLEAN/WASTE	6,500	600	9,900	1,677	3,000	0	4,000	0	0
4021	TELEPHONE/FAX	2,375	1,253	2,000	1,314	2,000	0	2,000	0	0
4023	STATIONERY	150	0	150	182	150	0	150	0	0
4025	INSURANCE	200	119	125	112	112	0	120	0	0
4028	I.T.	1,000	624	650	536	650	0	750	0	0
4030	RECRUITMENT ADVT'G	500	0	1,000	0	500	0	500	0	0
4036	PROPERTY MAINTENANCE	1,700	2,008	1,000	1,059	1,500	0	1,500	0	0
4038	OTHER MAINTENANCE	1,500	824	1,500	125	1,500	0	1,500	0	0
4040	ARBORICULTURE	350	0	175	0	175	0	175	0	0
4041	EQUIPMENT HIRE	1,000	696	800	370	800	0	1,000	0	0
4042	EQUIPMENT	1,960	895	2,360	1,185	2,360	0	1,500	0	0
4043	SMALL TOOLS & EQUIPT	1,000	863	1,000	836	1,000	0	1,000	0	0
4044	FUEL	4,000	3,149	4,000	1,946	3,250	0	3,250	0	0
4045	LICENCES	1,500	1,491	1,500	1,276	1,500	0	1,500	0	0
4050	VEHICLE MAINTENANCE	6,500	2,243	5,000	3,604	5,000	0	5,000	0	0
4052	VEHICLE INSURANCE	3,550	3,133	3,400	2,595	2,595	0	3,000	0	0
4064	HEALTH & SAFETY	0	0	0	105	200	0	250	0	0
4143	REFRESHMENT COSTS	100	85	100	97	150	0	150	0	0
4400	COVID-19 EXPENDITURE	0	1,043	0	0	0	0	0	0	0
4491	TFR TO EARMARKED RES	0	37,000	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-27,375	-27,375	-9,800	-9,800	-9,800	0	0	0	0
4888	O/S STAFF RCHG	-319,171	-280,703	-370,362	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	-58,634	-50,861	-66,869	0	0	0	0	0	0

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		<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
4892	C/S STAFF RCHG	9,036	8,940	24,609	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	6,387	7,584	0	0	0	0	0	0	0
5198	Deferred Grants Released	0	-1,039	0	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	6,713	0	0	0	0	0	0	0
	Overhead Expenditure	449	15,299	750	19,510	335,563	0	401,795	0	0
	Movement to/(from) Gen Reserve	(449)	(15,299)	(750)	(19,315)	(335,368)		(401,795)		
602	<u>CENTRAL SUPPORT (Ex 501)</u>									
1099	MISCELLANEOUS INCOME	0	0	0	12	12	0	0	0	0
	Total Income	0	0	0	12	12	0	0	0	0
4001	SALARIES	181,853	181,103	263,945	0	271,613	0	306,300	0	0
4002	ER'S NIC	20,285	18,866	34,969	0	24,876	0	32,350	0	0
4003	ER'S SUPERANN	41,266	39,071	56,986	0	58,939	0	66,500	0	0
4008	TRAINING	9,000	2,101	8,900	6,808	8,900	0	6,000	0	0
4009	TRAVELLING	7,500	1,255	3,500	0	3,500	0	3,500	0	0
4010	MISC STAFF COSTS	200	0	200	25	200	0	200	0	0
4011	RATES	8,092	7,984	8,237	11,126	15,862	0	21,530	0	0
4012	WATER RATES	400	272	450	277	450	0	450	0	0
4014	ELECTRICITY	4,000	7,866	7,000	4,088	8,000	0	8,000	0	0
4016	CLEANING MATERIALS	550	151	1,000	0	500	0	1,000	0	0
4017	CONTRACT CLEAN/WASTE	1,500	858	3,950	1,094	3,950	0	3,950	0	0
4018	PHOTOCOPIER COSTS	2,000	634	1,000	878	1,500	0	1,500	0	0
4020	COPIER RENTAL	3,100	2,162	4,200	1,452	4,200	0	4,200	0	0
4021	TELEPHONE/FAX	5,750	4,334	4,000	3,494	5,000	0	5,500	0	0

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		<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
4022	POSTAGE	7,000	6,802	7,000	-6,376	3,500	0	3,500	0	0
4023	STATIONERY	2,500	2,472	2,500	1,824	2,500	0	2,500	0	0
4025	INSURANCE	3,800	3,243	3,350	3,266	2,766	0	2,885	0	0
4026	BOOKS/PUBLICATIONS	300	192	300	64	300	0	300	0	0
4028	I.T.	9,000	9,909	10,000	11,951	12,750	0	12,750	0	0
4030	RECRUITMENT ADVT'G	4,500	824	4,500	404	2,500	0	2,500	0	0
4042	EQUIPMENT	2,250	527	4,250	3,382	4,250	0	4,250	0	0
4045	LICENCES	250	220	250	100	100	0	250	0	0
4054	INTERNAL AUDIT	2,200	1,780	2,200	0	2,300	0	2,300	0	0
4055	ACCOUNTANCY FEES	6,000	6,965	6,000	3,430	6,000	0	7,000	0	0
4059	OTHER PROF FEES	40,407	47,754	20,000	16,030	20,000	0	20,000	0	0
4064	HEALTH & SAFETY	0	0	0	179	200	0	250	0	0
4099	MISCELLANEOUS	0	0	0	30	30	0	45	0	0
4143	REFRESHMENT COSTS	300	31	300	139	300	0	300	0	0
4400	COVID-19 EXPENDITURE	0	478	50	63	100	0	100	0	0
4491	TFR TO EARMARKED RES	0	4,900	0	0	0	0	0	0	0
4495	TFR FROM EARMARKED R	-21,100	-21,100	-4,900	-4,900	-4,900	0	0	0	0
4892	C/S STAFF RCHG	-251,711	-239,040	-353,067	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	-91,642	-108,815	-95,537	0	0	0	0	0	0
5199	Depreciation Charge to Service	0	676	0	0	0	0	0	0	0
	Overhead Expenditure	-450	-15,524	5,533	58,828	460,186	0	519,910	0	0
	Movement to/(from) Gen Reserve	450	15,524	(5,533)	(58,816)	(460,174)		(519,910)		
700	<u>STRATEGIC PLANNING INITIATIVES</u>									
4892	C/S STAFF RCHG	19,936	18,658	17,371	0	0	0	0	0	0

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		<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
4893	C/S O'HEAD RCHG	4,509	5,354	0	0	0	0	0	0	0
	Overhead Expenditure	24,445	24,012	17,371	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(24,445)	(24,012)	(17,371)	0	0		0		
701	<u>CORPORATE MANAGEMENT</u>									
4022	POSTAGE	200	0	200	228	300	0	300	0	0
4025	INSURANCE	1,820	1,979	2,050	1,984	1,984	0	2,105	0	0
4031	OTHER ADVERTISING	250	50	2,250	78	2,250	0	250	0	0
4057	AUDIT FEES	2,250	2,000	2,500	0	2,000	0	2,500	0	0
4099	MISCELLANEOUS	150	0	150	0	0	0	0	0	0
4892	C/S STAFF RCHG	52,759	51,286	69,307	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	17,989	21,360	0	0	0	0	0	0	0
	Overhead Expenditure	75,418	76,675	76,457	2,291	6,534	0	5,155	0	0
	Movement to/(from) Gen Reserve	(75,418)	(76,675)	(76,457)	(2,291)	(6,534)		(5,155)		
702	<u>DEMOCRATIC REP'N & MGMT</u>									
4008	TRAINING	3,900	397	3,500	950	2,500	0	2,500	0	0
4009	TRAVELLING	100	0	100	0	0	0	0	0	0
4024	SUBSCRIPTIONS	6,000	4,987	6,000	5,378	6,000	0	6,000	0	0
4028	I.T.	1,855	2,179	2,750	1,946	3,250	0	3,250	0	0
4034	NEWSLETTER	4,000	3,120	3,000	0	3,000	0	3,000	0	0
4120	ROOM HIRE/MEETING EXPS	2,000	408	2,000	365	1,500	0	2,000	0	0
4155	MODERN GOV/MTNG DIGITALISATION	6,000	7,549	6,000	0	7,250	0	7,605	0	0
4180	ELECTION EXPENSES	3,000	0	3,000	4,500	4,500	0	4,500	0	0
4491	TFR TO EARMARKED RES	0	1,000	0	0	0	0	0	0	0

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		<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
4495	TFR FROM EARMARKED R	-2,400	-2,400	-1,000	-1,000	-1,000	0	0	0	0
4892	C/S STAFF RCHG	54,621	47,016	72,555	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	18,833	22,362	0	0	0	0	0	0	0
Overhead Expenditure		97,909	86,618	97,905	12,140	27,000	0	28,855	0	0
Movement to/(from) Gen Reserve		<u>(97,909)</u>	<u>(86,618)</u>	<u>(97,905)</u>	<u>(12,140)</u>	<u>(27,000)</u>		<u>(28,855)</u>		
Policy, Governance & Finance - Income		1,687,153	1,685,013	1,710,327	1,694,355	1,709,534	0	1,892,224	0	0
Expenditure		390,594	415,394	368,746	167,748	960,335	0	1,132,360	0	0
Movement to/(from) Gen Reserve		<u>1,296,559</u>	<u>1,269,618</u>	<u>1,341,581</u>	<u>1,526,606</u>	<u>749,199</u>		<u>759,864</u>		

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		<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
<u>Climate, Biodiversity & Planni</u>										
<u>206</u>	<u>WITNEY COUNTRY PARK</u>									
1030	FISHING RIGHTS	1,380	723	1,400	0	1,400	0	1,450	0	0
	Total Income	1,380	723	1,400	0	1,400	0	1,450	0	0
4001	SALARIES	0	190	17,217	0	4,500	0	27,852	0	0
4002	ER'S NIC	0	2	1,185	0	520	0	2,861	0	0
4003	ER'S SUPERANN	0	0	3,736	0	1,000	0	6,044	0	0
4026	BOOKS/PUBLICATIONS	20	0	20	0	20	0	20	0	0
4036	PROPERTY MAINTENANCE	100	292	100	34	100	0	100	0	0
4040	ARBORICULTURE	1,600	0	2,400	0	2,400	0	800	0	0
4042	EQUIPMENT	13,050	0	12,700	620	12,700	0	13,000	0	0
4059	OTHER PROF FEES	0	0	0	750	750	0	1,000	0	0
4064	HEALTH & SAFETY	0	0	0	558	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	-1,150	-1,150	-1,600	-1,600	-1,600	0	0	0	0
4888	O/S STAFF RCHG	24,421	9,594	19,481	0	0	0	0	0	0
4890	O/S O'HEAD RCHG	4,486	1,537	3,517	0	0	0	0	0	0
4891	AGENCY SERVICES RECHARGE	6,548	5,639	6,151	4,509	6,196	0	6,264	0	0
4892	C/S STAFF RCHG	805	788	1,448	0	0	0	0	0	0
4893	C/S O'HEAD RCHG	376	446	0	0	0	0	0	0	0
5198	Deferred Grants Released	0	-26,644	0	0	0	0	0	0	0
	Overhead Expenditure	50,256	5,344	66,355	4,872	27,586	0	58,941	0	0
	Movement to/(from) Gen Reserve	(48,876)	(4,622)	(64,955)	(4,872)	(26,186)		(57,491)		

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	<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
403 PLANNING									
4892 C/S STAFF RCHG	14,826	13,918	19,948	0	0	0	0	0	0
4893 C/S O'HEAD RCHG	5,178	6,148	0	0	0	0	0	0	0
Overhead Expenditure	<u>20,004</u>	<u>20,066</u>	<u>19,948</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(20,004)</u>	<u>(20,066)</u>	<u>(19,948)</u>	<u>0</u>	<u>0</u>		<u>0</u>		
Climate, Biodiversity & Planni - Income	1,380	723	1,400	0	1,400	0	1,450	0	0
Expenditure	70,260	25,410	86,303	4,872	27,586	0	58,941	0	0
Movement to/(from) Gen Reserve	<u>(68,880)</u>	<u>(24,688)</u>	<u>(84,903)</u>	<u>(4,872)</u>	<u>(26,186)</u>		<u>(57,491)</u>		

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		<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
Capital & Assets										
800	CAPITAL PROJECTS									
1170	GRANTS RECEIVED	0	410	0	0	0	0	0	0	0
	Total Income	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

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		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
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
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
	Overhead Expenditure	147,000	23,987	142,292	369,209	282,458	0	0	0	0
	Movement to/(from) Gen Reserve	(147,000)	(23,577)	(142,292)	(369,209)	(282,458)	0	0	0	0
900	ASSET MGMT REVENUE ACCOUNT									
5199	Depreciation Charge to Service	0	-157,816	0	0	0	0	0	0	0
	Overhead Expenditure	0	-157,816	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 [28.12.22] - APPENDIX A

	<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
Movement to/(from) Gen Reserve	<u>0</u>	<u>157,816</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
Capital & Assets - Income	0	410	0	0	0	0	0	0	0
Expenditure	147,000	-133,829	142,292	369,209	282,458	0	0	0	0
Movement to/(from) Gen Reserve	<u>(147,000)</u>	<u>134,239</u>	<u>(142,292)</u>	<u>(369,209)</u>	<u>(282,458)</u>		<u>0</u>		
Total Budget Income	1,918,884	1,852,151	1,903,003	1,888,654	1,929,962	0	2,160,402	0	0
Expenditure	1,979,403	1,643,177	1,961,211	876,338	2,092,913	0	2,199,954	0	0
Movement to/(from) Gen Reserve	<u>(60,519)</u>	<u>208,975</u>	<u>(58,208)</u>	<u>1,012,316</u>	<u>(162,951)</u>		<u>(39,552)</u>		

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1050	RENT RECEIVED	102	LANGDALE HALL	Lease to ICE from March 2018 - Next rent review due 01/03/2024 [every 3 yrs]
1058	WATER RECOVERED	102	LANGDALE HALL	See 4012/102 Water charges + Recharged utilities since occupation
1059	ELECTRICITY RECOVER	102	LANGDALE HALL	Recharged utilities since occupation
1060	INSURANCE RECOVERED	102	LANGDALE HALL	Recharge buildings insurance to tenant ref 4025/102
4012	WATER RATES	102	LANGDALE HALL	Recharge to ICE - lease from March 2018
4021	TELEPHONE/FAX	102	LANGDALE HALL	Alarm lines (x2) continue to be be connected until ICE take on hall ?? ->> Need to check this out!
4025	INSURANCE	102	LANGDALE HALL	Buildings Insurance - recharge to tenant
4036	PROPERTY MAINTENANCE	102	LANGDALE HALL	Line Marking in LD Car Park/Parking Order
4038	OTHER MAINTENANCE	102	LANGDALE HALL	Alarm company/Gas checks - lease to ICE from March 2018 - Landlord responsibilities
4059	OTHER PROF FEES	102	LANGDALE HALL	Lease to ICE fr March'18 - Sols/agents fees for lease negos + 19/20 carpark enforcement WODC
4888	O/S STAFF RCHG	102	LANGDALE HALL	Works Salaries for recommissioning works
4890	O/S O'HEAD RCHG	102	LANGDALE HALL	Works Salaries for recommissioning works
4892	C/S STAFF RCHG	102	LANGDALE HALL	Salaries for recommissioning works
4893	C/S O'HEAD RCHG	102	LANGDALE HALL	Salaries for recommissioning works
1000	BAR SALES - DRINK	103	BARS	50% Profit margin per Venue Manager Bar Functions/Jazz/Parties/Weddings etc
1001	BAR SALES - FOOD	103	BARS	50% Profit margin per Venue Manager Hot lunches 22-23 per Business Plan adopted by CEWP
1009	CAFE SALES - HOT DRINKS	103	BARS	50% Profit margin per Venue Manager per Business Plan adaopted by CEWP
4001	SALARIES	103	BARS	Rev based on actual + est last qtr/22-23 increased operating hours per Business Plan adopt CEWP
4002	ER'S NIC	103	BARS	Rev based on actual + est last qtr/22-23 new structure
4003	ER'S SUPERANN	103	BARS	Rev based on actual + est last qtr/22-23 new structure
4042	EQUIPMENT	103	BARS	Cafe Equip £1557 pa x4 yrs from Sept20/Till £648 pa etc on lease other equipmt fund EMR
1007	CORN EXCHNGE LETTING	104	CORN EXCHANGE	Forecast income based on actuals for 2021/22 as at 30 Sept 21
1015	TEA DANCE INCOME	104	CORN EXCHANGE	Tea Dance to resume November 2021 @ £2.50
1019	OTHER EQUIPMENT HIRE	104	CORN EXCHANGE	? do we intend to charge for other stuff like flip charts, retractable seating, lighting etc
1049	FACILITY HIRE - EQUIP	104	CORN EXCHANGE	Projector
4001	SALARIES	104	CORN EXCHANGE	Real Living Wage £9.50 21/22 + 3% COST OF LIVING RISE + INCREMENTS WHERE

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4002	ER'S NIC	104	CORN EXCHANGE	APPLICABLE Salaried Staff Real Living Wage £9.50 21/22 + 3% COST OF LIVING RISE + INCREMENTS WHERE APPLICABLE Salaried Staff
4003	ER'S SUPERANN	104	CORN EXCHANGE	Real Living Wage £9.50 21/22 + 3% COST OF LIVING RISE + INCREMENTS WHERE APPLICABLE Salaried Staff
4007	PROTECTIVE CLOTHING	104	CORN EXCHANGE	Caretakers uniform - increase to £300 = one full set
4011	RATES	104	CORN EXCHANGE	Allow 5%
4012	WATER RATES	104	CORN EXCHANGE	Plan an 5% price increase year on year/actual
4014	ELECTRICITY	104	CORN EXCHANGE	New Green Energy Contract in place
4015	GAS	104	CORN EXCHANGE	New Green Energy Contract in place
4017	CONTRACT CLEAN/WASTE	104	CORN EXCHANGE	Window Cleaner, Sanitary Bins, Recycling/Commercial Waste charges + carpet cleaning
4018	PHOTOCOPIER COSTS	104	CORN EXCHANGE	Photocopier relocated to Admin Office - printing costs only
4020	COPIER RENTAL	104	CORN EXCHANGE	vire budget to Admin Support Office where copier has moved to
4028	I.T.	104	CORN EXCHANGE	Broadband + £420 ANNUAL HOSTING FOR C/EX WEBSITE
4030	RECRUITMENT ADVT'G	104	CORN EXCHANGE	Caretakers/Venue Mgr
4032	PUBLICITY	104	CORN EXCHANGE	Marketing budget
4036	PROPERTY MAINTENANCE	104	CORN EXCHANGE	Unspect Budget Tfr to EMR
4038	OTHER MAINTENANCE	104	CORN EXCHANGE	annual inspects - lift, gas, heating, avishock(needs repairs AW 26/10/21), alarms + key holding
4043	SMALL TOOLS & EQUIPT	104	CORN EXCHANGE	Proposed budget for painting equipment and other small tools
4045	LICENCES	104	CORN EXCHANGE	PRS/PPL/Alcohol Licences - based on actual 18/19 [+ Wedding Licence £2150- renew in 2022/23]
4059	OTHER PROF FEES	104	CORN EXCHANGE	Professional fees for Phase 2 Project
4141	EVENTS	104	CORN EXCHANGE	? Venue Officer to put 1 event on per mth? 22/23
4142	TEA DANCE COSTS	104	CORN EXCHANGE	Hall hire and refreshments re-srtd Nov 2021 subject to COVID
4250	BAD DEBTS	104	CORN EXCHANGE	W/Off
4491	TFR TO EARMARKED RES	104	CORN EXCHANGE	Transfer to new E/M Reserve [a/c 363] replacement lift 2017-2020 £10k pa & £10k damp works
4888	O/S STAFF RCHG	104	CORN EXCHANGE	60%/40% split with Burwell Hall
4890	O/S O'HEAD RCHG	104	CORN EXCHANGE	60%/40% split with Burwell Hall
4892	C/S STAFF RCHG	104	CORN EXCHANGE	60%/40% split with Burwell Hall
4893	C/S O'HEAD RCHG	104	CORN EXCHANGE	60%/40% split with Burwell Hall

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1005	BURWELL HALL LETTING	105	BURWELL HALL	Forecast income based on actuals for 2021/22 as at 30 September 2021
4001	SALARIES	105	BURWELL HALL	Real Living Wage £9.50 21/22 + 3% COST OF LIVING RISE + INCREMENTS WHERE APPLICABLE Salaried Staff
4002	ER'S NIC	105	BURWELL HALL	Caretaking/Cleaning Salaries for Compliance checks and basic day to day maintenance.
4003	ER'S SUPERANN	105	BURWELL HALL	Caretaking/Cleaning Salaries for Compliance checks and basic day to day maintenance.
4007	PROTECTIVE CLOTHING	105	BURWELL HALL	Caretakers uniform - increase to £300 = one full set
4008	TRAINING	105	BURWELL HALL	Share 50:50 with Corn Exchange
4009	TRAVELLING	105	BURWELL HALL	Share 50:50 with Corn Exchange
4011	RATES	105	BURWELL HALL	Allow 5%
4012	WATER RATES	105	BURWELL HALL	Plan an 5% price increase
4014	ELECTRICITY	105	BURWELL HALL	New Green Energy Contract in place
4015	GAS	105	BURWELL HALL	New Green Energy Contract in place
4016	CLEANING MATERIALS	105	BURWELL HALL	Increased for 19/20 due to actual expenditure - Venue Manager to review suppliers
4017	CONTRACT CLEAN/WASTE	105	BURWELL HALL	Window Cleaner, Sanitary Bins, Recycling/Commercial Waste charges + carpet cleaning.
4021	TELEPHONE/FAX	105	BURWELL HALL	? additional charge for broadband should be charged to 4028/105
4025	INSURANCE	105	BURWELL HALL	Set for 2017-2020
4028	I.T.	105	BURWELL HALL	Put Wifi into Burwell Hall?
4030	RECRUITMENT ADVT'G	105	BURWELL HALL	Caretakers/Venue Mgr
4032	PUBLICITY	105	BURWELL HALL	Equalise budget with CE?
4036	PROPERTY MAINTENANCE	105	BURWELL HALL	To/from EMR if not spent
4038	OTHER MAINTENANCE	105	BURWELL HALL	Keyholding, Gas Safety Checks, Alarm maint
4042	EQUIPMENT	105	BURWELL HALL	Tfr to earmark reserve if unspent
4045	LICENCES	105	BURWELL HALL	PRS and bar - based on actual 18/19
4048	ENG.INSPEC.(VATABLE)	105	BURWELL HALL	Zurich Boiler Inspection
4888	O/S STAFF RCHG	105	BURWELL HALL	Halls staffing 50% spilt Corn Exchange and Burwell
4890	O/S O'HEAD RCHG	105	BURWELL HALL	Halls staffing 50% spilt Corn Exchange and Burwell
4892	C/S STAFF RCHG	105	BURWELL HALL	Halls staffing 50% spilt Corn Exchange and Burwell
4893	C/S O'HEAD RCHG	105	BURWELL HALL	Halls staffing 50% spilt Corn Exchange and Burwell
1060	INSURANCE RECOVERED	106	MADLEY PARK COMMUNITY	Recharge 4025/106 to MPHTrust annually
4025	INSURANCE	106	MADLEY PARK COMMUNITY	Revised budget = actual.Set for 2017-2020

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4036	PROPERTY MAINTENANCE	106	MADLEY PARK COMMUNITY	EMR held
4038	OTHER MAINTENANCE	106	MADLEY PARK COMMUNITY	Landlords Gas Safety inspection
4059	OTHER PROF FEES	106	MADLEY PARK COMMUNITY	Legal Fees for lease renewal due June 2018
4888	O/S STAFF RCHG	106	MADLEY PARK COMMUNITY	Maintenance Staffing costs - have budgeted minimal sum for 2016 onwards
4890	O/S O'HEAD RCHG	106	MADLEY PARK COMMUNITY	Maintenance Staffing costs - have budgeted minimal sum for 2016 onwards
4892	C/S STAFF RCHG	106	MADLEY PARK COMMUNITY	Maintenance Staffing costs - have budgeted minimal sum for 2016 onwards
4893	C/S O'HEAD RCHG	106	MADLEY PARK COMMUNITY	Maintenance Staffing costs - have budgeted minimal sum for 2016 onwards
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

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
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
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	Ralegh 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

Budget Notes

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

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4891	AGENCY SERVICES RECHARGE	206	WITNEY COUNTRY PARK	Recharged - monthly apportioned across all recreation areas and amenity areas
4892	C/S STAFF RCHG	206	WITNEY COUNTRY PARK	Fixed % recharge
4893	C/S O'HEAD RCHG	206	WITNEY COUNTRY PARK	Fixed % recharge
4037	GROUNDS MAINTENANCE	208	WOOD GREEN PITCHES/PLAY	For Football Pitches £2500 funding removed to fund from GM Contract
4222	TINY FOREST EXPENSES	209	ETON CLOSE PLAY AREA	Contingency
4013	RENT PAID	213	RALEIGH CRESCENT PLAY AREA	Negotiating new 25 yr lease/ MAYBE FREEHOLD NOW NOV 2021
4047	PLAY EQUIP MAINTENCE	213	RALEIGH CRESCENT PLAY AREA	Not yet transferred to WTC from WODC
4049	PLAY RISK ASSESSMENT	213	RALEIGH CRESCENT PLAY AREA	Not yet transferred to WTC from WODC
4013	RENT PAID	214	PARK ROAD PLAY AREA	Licence being prep - Cottsway 15 yrs @ £125 pa rental
4047	PLAY EQUIP MAINTENCE	214	PARK ROAD PLAY AREA	Play park installation - set budget 22/23 for repairs
4049	PLAY RISK ASSESSMENT	214	PARK ROAD PLAY AREA	Annual ROSPA inspection
1050	RENT RECEIVED	301	TOWER HILL CEMETERY	As set by lease for Mid Counties - CO-OP
1060	INSURANCE RECOVERED	301	TOWER HILL CEMETERY	To invoice Co-op - 1.5% increase assumed
1100	BURIAL FEES	301	TOWER HILL CEMETERY	Forecast income based on actuals - only Reserved Graves now
1101	GRANT OF RIGHTS	301	TOWER HILL CEMETERY	Forecast income based on actuals - only Reserved Graves now
1102	INTERMENT OF ASHES	301	TOWER HILL CEMETERY	Forecast income based on actuals - only Reserved Graves now
1105	MEMORIAL FEES	301	TOWER HILL CEMETERY	Forecast income based on actuals - only Reserved Graves now
1106	MEMORIAL PLAQUES	301	TOWER HILL CEMETERY	Forecast income based on actuals - only Reserved Graves now
1108	CHAPEL FEES	301	TOWER HILL CEMETERY	Forecast income based on actuals
4001	SALARIES	301	TOWER HILL CEMETERY	INCLUDES 2% COST OF LIVING RISE + INCREMENTS WHERE APPLICABLE
4007	PROTECTIVE CLOTHING	301	TOWER HILL CEMETERY	Disposal Suits
4011	RATES	301	TOWER HILL CEMETERY	Allow 5%
4014	ELECTRICITY	301	TOWER HILL CEMETERY	New Green Energy Contract in place
4016	CLEANING MATERIALS	301	TOWER HILL CEMETERY	Hand sanitiser
4017	CONTRACT CLEAN/WASTE	301	TOWER HILL CEMETERY	12 skips per annum at £180 each from 2016
4025	INSURANCE	301	TOWER HILL CEMETERY	Recharge to Co-op 1060/301

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4036	PROPERTY MAINTENANCE	301	TOWER HILL CEMETERY	To EMR if unspent/Additional £2k each for Chapel and Lodge to be put into EMR if unspent
4040	ARBORICULTURE	301	TOWER HILL CEMETERY	Budget is on C C 402 virement required to cover spending.
4059	OTHER PROF FEES	301	TOWER HILL CEMETERY	For Full Option Survey unused Cem Bldgs 2022/23
4110	SUBSIDIZED LETTINGS	301	TOWER HILL CEMETERY	Hall hire Friends of Cemetery
4350	PLAQUES PURCHASED	301	TOWER HILL CEMETERY	Increased income to offset expenditure
4355	MEMORIAL MAINTENANCE	301	TOWER HILL CEMETERY	Trf EMR if unspent/4495 301
4495	TFR FROM EARMARKED R	301	TOWER HILL CEMETERY	Memorial Testing 4355/Unused Bldgs Survey report 4059/301 £5k EMR 362
4888	O/S STAFF RCHG	301	TOWER HILL CEMETERY	Recharged from timesheets
4890	O/S O'HEAD RCHG	301	TOWER HILL CEMETERY	Recharged on actual spend
4891	AGENCY SERVICES RECHARGE	301	TOWER HILL CEMETERY	Recharged - monthly apportioned across all recreation areas and amenity areas
4892	C/S STAFF RCHG	301	TOWER HILL CEMETERY	Fixed % recharge
4893	C/S O'HEAD RCHG	301	TOWER HILL CEMETERY	Fixed % recharge
1100	BURIAL FEES	302	WINDRUSH CEMETERY	Forecast income based on actuals as at 30.9.21
1101	GRANT OF RIGHTS	302	WINDRUSH CEMETERY	Forecast income based on actuals as at 30.9.21
1102	INTERMENT OF ASHES	302	WINDRUSH CEMETERY	Forecast income based on actuals as at 30.9.21
1105	MEMORIAL FEES	302	WINDRUSH CEMETERY	Forecast income based on actuals as at 30.9.21
1106	MEMORIAL PLAQUES	302	WINDRUSH CEMETERY	Forecast income based on actuals as at 30.9.21
4001	SALARIES	302	WINDRUSH CEMETERY	INCLUDES 2% COST OF LIVING RISE + INCREMENTS WHERE APPLICABLE
4007	PROTECTIVE CLOTHING	302	WINDRUSH CEMETERY	Disposable protective clothing
4011	RATES	302	WINDRUSH CEMETERY	Allow 3%
4014	ELECTRICITY	302	WINDRUSH CEMETERY	New Green Energy Contract in place
4016	CLEANING MATERIALS	302	WINDRUSH CEMETERY	Hand sanitizer
4017	CONTRACT CLEAN/WASTE	302	WINDRUSH CEMETERY	1 skips for ashes path/annual one/CESSPIT INCREASE DISPOSAL COVID
4025	INSURANCE	302	WINDRUSH CEMETERY	Revised based on known actual/ 2022 +6% inflation
4036	PROPERTY MAINTENANCE	302	WINDRUSH CEMETERY	To EMR if unspent
4037	GROUNDS MAINTENANCE	302	WINDRUSH CEMETERY	Includes £1500 for Childrens Memorial Garden
4038	OTHER MAINTENANCE	302	WINDRUSH CEMETERY	Alarm annual maint & Key holder/1.5% increase assumed on 19/20 actual
4041	EQUIPMENT HIRE	302	WINDRUSH CEMETERY	Additional dumper/tractor due to COVID operating 2 works teams
4042	EQUIPMENT	302	WINDRUSH CEMETERY	Tfr EMR if unspent - Wooden Shuttering
4059	OTHER PROF FEES	302	WINDRUSH CEMETERY	Cemetery Mapping/Grave Space + Datum Markers Poss Land Drain Survey

Budget Notes

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4350	PLAQUES PURCHASED	302	WINDRUSH CEMETERY	Tree guards
4355	MEMORIAL MAINTENANCE	302	WINDRUSH CEMETERY	TFR EMR if unspent/4495 302
4495	TFR FROM EARMARKED R	302	WINDRUSH CEMETERY	Memorial Testing 4355 fund from EMR
4888	O/S STAFF RCHG	302	WINDRUSH CEMETERY	Recharges based on timesheets
4890	O/S O'HEAD RCHG	302	WINDRUSH CEMETERY	Recharges based on actual spend
4891	AGENCY SERVICES RECHARGE	302	WINDRUSH CEMETERY	Recharged - monthly apportioned across all recreation areas and amenity areas
4892	C/S STAFF RCHG	302	WINDRUSH CEMETERY	Fixed percentage recharges
4893	C/S O'HEAD RCHG	302	WINDRUSH CEMETERY	Fixed percentage recharges
4036	PROPERTY MAINTENANCE	303	CLOSED CH'YARDS ST	To EMR if unspent/includes £10k 18/19 & 19/20 towards St Mary's Boundary Wall repairs/making safe
4040	ARBORICULTURE	303	CLOSED CH'YARDS ST	CEDAR OF LEBANON TREE ST MARY'S CH/YARD/BAT SURVEY AGRD 18/19
4059	OTHER PROF FEES	303	CLOSED CH'YARDS ST	structural survey - wall & tree survey cedar of lebanon tree
4495	TFR FROM EARMARKED R	303	CLOSED CH'YARDS ST	EMR 4036/303 St Mary's Wall
1050	RENT RECEIVED	305	ALLOTMENTS	under management of Allotment Association Se Note 4013/305 PARK ROAD LEASE - ENDS 2013 ???
1052	EXPENSES RECOVERED	305	ALLOTMENTS	Recharge 50% cont WAA for gate Hailey Rd Allotments
4013	RENT PAID	305	ALLOTMENTS	PARK ROAD LEASE - ENDS 2013 ???still awaiting new lease from Cottsway
4037	GROUND MAINTENANCE	305	ALLOTMENTS	See Note 4013 PARK ROAD LEASE - ENDED 2013 - still awaiting new lease from Cottsway
4888	O/S STAFF RCHG	305	ALLOTMENTS	Recharges based on timesheets
4890	O/S O'HEAD RCHG	305	ALLOTMENTS	Recharges based on actual spend
4891	AGENCY SERVICES RECHARGE	305	ALLOTMENTS	Recharged - monthly apportioned across all recreation areas and amenity areas
4892	C/S STAFF RCHG	305	ALLOTMENTS	Fixed % recharge
4893	C/S O'HEAD RCHG	305	ALLOTMENTS	Fixed % recharge
4000	MAYORS ALLOWANCE	401	CIVIC ACTIVITIES	Increased in 18/19 budget and includes allowance for Mayoral Tree
4150	CIVIC FUNCTIONS	401	CIVIC ACTIVITIES	Covers Annual Civic Rcn, Remembrance + Mayors Board
4152	MAYOR'S CHAIN	401	CIVIC ACTIVITIES	Cost of etching/cleaning annually
4153	ANNUAL CIVIC AWARDS	401	CIVIC ACTIVITIES	Citizen of the Year Award prize/costs
4892	C/S STAFF RCHG	401	CIVIC ACTIVITIES	Fixed % recharge

Budget Notes

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4893	C/S O'HEAD RCHG	401	CIVIC ACTIVITIES	Fixed % recharge
1052	EXPENSES RECOVERED	402	COMMUNITY INFRASTRUCTURE	Memorial benches - expenditure 4099/402
1085	INSURANCE CLAIMS RECEIVED	402	COMMUNITY INFRASTRUCTURE	(£19,503) Farmers CI Ins Claim still O/S/
1170	GRANTS RECEIVED	402	COMMUNITY INFRASTRUCTURE	Community Clean Up Funding from WODC & Active Travel Bike repair stations
1171	DONATIONS RECEIVED	402	COMMUNITY INFRASTRUCTURE	Buttercross Clock - from Town Hall Charity/Defib £478 N Taylor install costs
4013	RENT PAID	402	COMMUNITY INFRASTRUCTURE	Rent for Woodgreen to Hailey Parish Council
4014	ELECTRICITY	402	COMMUNITY INFRASTRUCTURE	LIGHTING BUTTERCROSS, WAR MEMORIAL & ST MARYS CHURCH EXTERNAL
4017	CONTRACT CLEAN/WASTE	402	COMMUNITY INFRASTRUCTURE	Litterbins/dog bins capital [& revenue costs £1044]
4025	INSURANCE	402	COMMUNITY INFRASTRUCTURE	Set for 2017-2020
4035	BUS SHELTER MAINTENANCE	402	COMMUNITY INFRASTRUCTURE	Budget for maint & EM Res if not all spent
4036	PROPERTY MAINTENANCE	402	COMMUNITY INFRASTRUCTURE	Bins/Bus Shelters etc - tfr to EM reserve if unspent + £200 agreed for COMMUNITY PIANO Nov 2019
4037	GROUNDS MAINTENANCE	402	COMMUNITY INFRASTRUCTURE	Hanging basket watering - additional for In Bloom + weed spraying town centre
4039	HORTICULTURE	402	COMMUNITY INFRASTRUCTURE	Used for Wildflower seeding
4040	ARBORICULTURE	402	COMMUNITY INFRASTRUCTURE	Original budget £14k + £5K CONTINGENCY FOR BAD WEATHER 19/20
4067	Tree Survey	402	COMMUNITY INFRASTRUCTURE	Annual Tree Survey Programme - monitor cost year on year [+£3k in 22/23 for Arboriculture Plan/OSS]
4135	ACTIVE TRAVEL	402	COMMUNITY INFRASTRUCTURE	Removed due to budget constraints 13/12/21
4137	COMMUNITY SPEEDWATCH/20	402	COMMUNITY INFRASTRUCTURE	Supporting OCC's initiatives - removed due to budget constraints 13/12/21
4166	DEFIBRILLATOR EXPENDITURE	402	COMMUNITY INFRASTRUCTURE	Agreed to take over T/Hill defib at WWSG - EMR UNDERSPENDS
4200	STREET FURNITURE	402	COMMUNITY INFRASTRUCTURE	Cycle stands to be met by OCC Councillor Priority Fund Includes Salt/Grit Bins
4210	CHURCH CLOCK	402	COMMUNITY INFRASTRUCTURE	£500 Annual Maint + £1000 contingency for electric motor
4215	IN BLOOM - INC SCHOOLS	402	COMMUNITY INFRASTRUCTURE	Fund COVID High Street Rd Barrier Planters agreed Council 12/10/20
4495	TFR FROM EARMARKED R	402	COMMUNITY INFRASTRUCTURE	Bfwd - Arboriculture budget on 4040/402
4888	O/S STAFF RCHG	402	COMMUNITY INFRASTRUCTURE	Recharges based on timesheets
4890	O/S O'HEAD RCHG	402	COMMUNITY INFRASTRUCTURE	% Actual spend
4891	AGENCY SERVICES RECHARGE	402	COMMUNITY INFRASTRUCTURE	Recharged - monthly apportioned across all recreation areas and amenity areas
4892	C/S STAFF RCHG	402	COMMUNITY INFRASTRUCTURE	Fixed % recharge
4893	C/S O'HEAD RCHG	402	COMMUNITY INFRASTRUCTURE	Recharge fixed % of actual spend
4990	CONTRN TO CCTV SCH.	402	COMMUNITY INFRASTRUCTURE	Recurrent Rev Growth - cont to Town Centre Scheme - CCTV

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4892	C/S STAFF RCHG	403	PLANNING	Fixed % recharge
4893	C/S O'HEAD RCHG	403	PLANNING	Fixed % recharge of actuals
1171	DONATIONS RECEIVED	407	GRANTS & DONATIONS (INC S137)	SCOTT FRASER SPONSORSHIP XMAS LIGHTS
4099	MISCELLANEOUS	407	GRANTS & DONATIONS (INC S137)	WWSSC Grant/Rent rebate ref COVID closure
4100	GRANTS GENERAL	407	GRANTS & DONATIONS (INC S137)	Discretionary grants/ £500 included for Town Band/ requested budget increased to £20k in 22/23
4101	GRANT CAB	407	GRANTS & DONATIONS (INC S137)	Issued in December 2020 Increased to £2k per PGF 25/11/19
4104	GRANT CARNIVAL/XMAS ROTARY	407	GRANTS & DONATIONS (INC S137)	Grant towards Toilets on Leys - Carnival £1100/Switchon event £2k 20/21
4105	XMAS LIGHTS, TREE &	407	GRANTS & DONATIONS (INC S137)	Tender Lights 2020 - new contract ? INCREASE BUDGET IN 2020
4108	GRANT OPA	407	GRANTS & DONATIONS (INC S137)	Play Day 19/20 - grant to OPA
4110	SUBSIDIZED LETTINGS	407	GRANTS & DONATIONS (INC S137)	Subsidised use of Council owned halls
4111	WATER SAFETY/EDUCATION	407	GRANTS & DONATIONS (INC S137)	TO SUPPORT STAKEHOLDERS TO DELIVER WATER SAFETY/TOP UP LESSONS IN WITNEY SCHOOLS
4160	TOWN TWINNING	407	GRANTS & DONATIONS (INC S137)	Special Anniversary April 2020 - extra £1k budgeted 20/21 - Request for more in 21/22
4161	TOWN TWINNING ROOM HIRE	407	GRANTS & DONATIONS (INC S137)	Propose 5 x use for mtgs - jnl to income for 502 + free use for anniversaries in 20/21
4162	GRANT VOLUNTEER LINK-UP	407	GRANTS & DONATIONS (INC S137)	Agreed FC - may 17 - annual grant
4164	MADLEY PARK TRUST GRANT	407	GRANTS & DONATIONS (INC S137)	To EMR
4167	BUS SERVICE	407	GRANTS & DONATIONS (INC S137)	Due to COVID grant reduced to £18k 20/21 but £21k from 1/4/21
4169	CHILDREN & YOUTH PROVISION	407	GRANTS & DONATIONS (INC S137)	Agreed in 2018 this budget be used towards youth work - Agreed to increase to £40k at SC 15/11/21
4495	TFR FROM EARMARKED R	407	GRANTS & DONATIONS (INC S137)	Xmas Lights 2017
1171	DONATIONS RECEIVED	408	COMMUNITY ACTIVITIES	Youth Council fundraisers --> tfr to EMR Raising funds for Water Fountain
4103	GRANT YOUTH COUNCIL	408	COMMUNITY ACTIVITIES	Agreed grant in 18/19 budget - YCnl exps for events
4109	BLUE PLAQUES	408	COMMUNITY ACTIVITIES	FOR 19/20 BATTS HOUSE
4141	EVENTS	408	COMMUNITY ACTIVITIES	Advent Fayre £2K, HOD/MENTAL HLTH/VE/CAR FREE DAY events £1K EA, REMEMBRANCE PARADE £5K,
4145	QUEENS JUBILEE (2022)	408	COMMUNITY ACTIVITIES	JUNE 2022 - EVENTS/CIVIC SERVICE
4491	TFR TO EARMARKED RES	408	COMMUNITY ACTIVITIES	Tfr to EMR - Youth Council income at 1171/408
1011	HALL LETTINGS	502	TOWN HALL MAINTEN'CE	Forecast income based on actuals for 2019/20as at 30 Sept 19

Budget Notes

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1050	RENT RECEIVED	502	TOWN HALL MAINTEN'CE	COVID-19 Lilys Attic paid reduced rent due to lockdown. 51 Market Sq tenant withdrew 19/11/20
1052	EXPENSES RECOVERED	502	TOWN HALL MAINTEN'CE	Noticeboard claim accrued income
4013	RENT PAID	502	TOWN HALL MAINTEN'CE	Rent to Town Hall Trust - Rent Review March 2019 increase to #15,500
4014	ELECTRICITY	502	TOWN HALL MAINTEN'CE	electric for 51 Market Sq
4025	INSURANCE	502	TOWN HALL MAINTEN'CE	Set for 2017-2020. Allow 3%
4036	PROPERTY MAINTENANCE	502	TOWN HALL MAINTEN'CE	TFR - E/M Reserve
4038	OTHER MAINTENANCE	502	TOWN HALL MAINTEN'CE	Fire Alarm Annual Maint etc.
4041	EQUIPMENT HIRE	502	TOWN HALL MAINTEN'CE	For Equipment Storage
4059	OTHER PROF FEES	502	TOWN HALL MAINTEN'CE	FEES IF TO LET 51 MARKET SQ & Rent Review THall etc
4888	O/S STAFF RCHG	502	TOWN HALL MAINTEN'CE	Recharged based on timesheets
4890	O/S O'HEAD RCHG	502	TOWN HALL MAINTEN'CE	Recharged based on actuals
4892	C/S STAFF RCHG	502	TOWN HALL MAINTEN'CE	Fixed % recharge
4893	C/S O'HEAD RCHG	502	TOWN HALL MAINTEN'CE	Recharged based on actuals
4300	AGENCY MAINT'CE	503	AGENCY SERVICES	£5k added for weed control 19/20 CONTRACT ENDS 30/9/21
4310	AGENCY MAINT'CE V O	503	AGENCY SERVICES	VARIATIONS Cricket wickets, Weed Control + £5k, VIKINGS x2 pitches £5,523 inc renovations end of sea
4315	AGENCY MTCE SPECIAL PROJS	503	AGENCY SERVICES	For Refresh Roundabouts
4320	AGENCY SPECIAL ADVCE	503	AGENCY SERVICES	STRI Travel Expenses
4891	AGENCY SERVICES RECHARGE	503	AGENCY SERVICES	503 should equal zero after recharges
1176	PRECEPT	505	PRECEPT	Allow for 5% increase on Band D Equivalent/actual Tax Base info 22/23 £167
1177	PRECEPT SUPPORT GRANT	505	PRECEPT	No longer provided last payment received 20/21
1190	INTEREST RECEIVED	506	INTEREST RECEIVED	CCLA Investment income
4051	BANK CHARGES	506	INTEREST RECEIVED	Payflow + Barclaycard charges - Internet Banking 21/22
1175	ASSET DISPOSALS	601	WORKS DEPARTMENT GEN	Scrap metal
4001	SALARIES	601	WORKS DEPARTMENT GEN	INCLUDES 3% COST OF LIVING RISE + INCREMENTS WHERE APPLICABLE
4002	ER'S NIC	601	WORKS DEPARTMENT GEN	Forecast to budget

Budget Notes

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4003	ER'S SUPERANN	601	WORKS DEPARTMENT GEN	Forecast to budget
4007	PROTECTIVE CLOTHING	601	WORKS DEPARTMENT GEN	Fixed budget - new policy - increase to £2500 from 18/19
4008	TRAINING	601	WORKS DEPARTMENT GEN	Programmed renewal training/ROSPA/COSHH/FIRE/HEIGHTS/FIRST AID etc NEW STAFF 19/20
4009	TRAVELLING	601	WORKS DEPARTMENT GEN	For Courses and update training
4014	ELECTRICITY	601	WORKS DEPARTMENT GEN	New Green Energy Contract in place
4016	CLEANING MATERIALS	601	WORKS DEPARTMENT GEN	extra cleaning due to COVID
4017	CONTRACT CLEAN/WASTE	601	WORKS DEPARTMENT GEN	12 skips @£180 EA + 4 ex large ones @£260 /Skips
4021	TELEPHONE/FAX	601	WORKS DEPARTMENT GEN	Budget for projected plus 1.5%/Recharging partial to Premier Tennis for alarm line
4023	STATIONERY	601	WORKS DEPARTMENT GEN	Paper and basic stationery items - budget for future years
4028	I.T.	601	WORKS DEPARTMENT GEN	Emails/Laptop now installed at depot
4030	RECRUITMENT ADVT'G	601	WORKS DEPARTMENT GEN	Contingency
4036	PROPERTY MAINTENANCE	601	WORKS DEPARTMENT GEN	To EMR if unspent
4038	OTHER MAINTENANCE	601	WORKS DEPARTMENT GEN	Depot security
4040	ARBORICULTURE	601	WORKS DEPARTMENT GEN	Vire from central budget
4042	EQUIPMENT	601	WORKS DEPARTMENT GEN	Fixed budget
4044	FUEL	601	WORKS DEPARTMENT GEN	Allow for increased Fuel prices
4045	LICENCES	601	WORKS DEPARTMENT GEN	Based on electric vehicles being £0 tax
4050	VEHICLE MAINTENANCE	601	WORKS DEPARTMENT GEN	Fixed budget - tfr underspend to EMR - if any/
4052	VEHICLE INSURANCE	601	WORKS DEPARTMENT GEN	Increase 22/23 budget in case of new electric vehicles
4143	REFRESHMENT COSTS	601	WORKS DEPARTMENT GEN	Base budget on actual
4888	O/S STAFF RCHG	601	WORKS DEPARTMENT GEN	Recharges
4890	O/S O'HEAD RCHG	601	WORKS DEPARTMENT GEN	Recharges
4892	C/S STAFF RCHG	601	WORKS DEPARTMENT GEN	As per fixed %
4893	C/S O'HEAD RCHG	601	WORKS DEPARTMENT GEN	Fixed % recharges
4001	SALARIES	602	CENTRAL SUPPORT (Ex 501)	INCLUDES 3% COST OF LIVING RISE + INCREMENTS WHERE APPLICABLE
4003	ER'S SUPERANN	602	CENTRAL SUPPORT (Ex 501)	Forecast to budget
4008	TRAINING	602	CENTRAL SUPPORT (Ex 501)	Cilca/Data Protection/HR&Legal Updates
4009	TRAVELLING	602	CENTRAL SUPPORT (Ex 501)	Courses and Update training + ESSENTIAL CAR USERS
4010	MISC STAFF COSTS	602	CENTRAL SUPPORT (Ex 501)	Allow for Staff eye tests

Budget Notes

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4011	RATES	602	CENTRAL SUPPORT (Ex 501)	Allow 3%
4014	ELECTRICITY	602	CENTRAL SUPPORT (Ex 501)	New Green Energy Contract in place
4016	CLEANING MATERIALS	602	CENTRAL SUPPORT (Ex 501)	extra cleaning due to COVID
4017	CONTRACT CLEAN/WASTE	602	CENTRAL SUPPORT (Ex 501)	Window Cleaning/Confidential waste disposal 21/22 was increased due to COVID
4018	PHOTOCOPIER COSTS	602	CENTRAL SUPPORT (Ex 501)	Usage costs on copier only - Reduced due to Modern Gov
4020	COPIER RENTAL	602	CENTRAL SUPPORT (Ex 501)	4 qtrs @ £2800 APPROX - Lease expired 2020
4021	TELEPHONE/FAX	602	CENTRAL SUPPORT (Ex 501)	STL increase due to new admin office extending telephone system
4022	POSTAGE	602	CENTRAL SUPPORT (Ex 501)	Lease/Frinking/Archiving - dispute with Quadient over the archive system
4023	STATIONERY	602	CENTRAL SUPPORT (Ex 501)	Forecast spend of budget - includes paper for photocopier
4025	INSURANCE	602	CENTRAL SUPPORT (Ex 501)	Allow 5%
4026	BOOKS/PUBLICATIONS	602	CENTRAL SUPPORT (Ex 501)	Forecast spend to budget - ARNOLD BAKER OUT
4028	I.T.	602	CENTRAL SUPPORT (Ex 501)	Emails now hosted by Triumph @ £9 per address per month plus other services
4030	RECRUITMENT ADVT'G	602	CENTRAL SUPPORT (Ex 501)	RFO role to be advertised in new year 2022
4042	EQUIPMENT	602	CENTRAL SUPPORT (Ex 501)	Office equipment and IT
4045	LICENCES	602	CENTRAL SUPPORT (Ex 501)	PRS for Office music
4054	INTERNAL AUDIT	602	CENTRAL SUPPORT (Ex 501)	4 days @ £460 21/22 + 1 day contingency
4055	ACCOUNTANCY FEES	602	CENTRAL SUPPORT (Ex 501)	Recruit an RFO 2021 - contingency for specialist advice re VAT etc
4059	OTHER PROF FEES	602	CENTRAL SUPPORT (Ex 501)	Solicitors, SLCC, HR, H&S + Prof Advice WWSG/Corn Ex
4099	MISCELLANEOUS	602	CENTRAL SUPPORT (Ex 501)	Flu Jobs
4400	COVID-19 EXPENDITURE	602	CENTRAL SUPPORT (Ex 501)	Deep clean
4892	C/S STAFF RCHG	602	CENTRAL SUPPORT (Ex 501)	recharges to cost centre
4893	C/S O'HEAD RCHG	602	CENTRAL SUPPORT (Ex 501)	Actual spend - fixed % recharge
4892	C/S STAFF RCHG	700	STRATEGIC PLANNING INITIATIVES	Fixed % recharge
4893	C/S O'HEAD RCHG	700	STRATEGIC PLANNING INITIATIVES	Actual spend - fixed % recharge
4022	POSTAGE	701	CORPORATE MANAGEMENT	Freepost returns for survey - budget for future years
4025	INSURANCE	701	CORPORATE MANAGEMENT	Allow 5%
4031	OTHER ADVERTISING	701	CORPORATE MANAGEMENT	Annual Town Meeting - March Rebranding 21/22 #2k
4057	AUDIT FEES	701	CORPORATE MANAGEMENT	Budget = actual + 1.5%
4892	C/S STAFF RCHG	701	CORPORATE MANAGEMENT	Fixed % recharge

Budget Notes

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4893	C/S O'HEAD RCHG	701	CORPORATE MANAGEMENT	Fixed % recharge on actual spend
4008	TRAINING	702	DEMOCRATIC REP'N & MGMT	Councillor Training
4009	TRAVELLING	702	DEMOCRATIC REP'N & MGMT	Councillor travel for training
4024	SUBSCRIPTIONS	702	DEMOCRATIC REP'N & MGMT	NALC, OALC. ETC + INCLUDES SURVEY MONKEY
4028	I.T.	702	DEMOCRATIC REP'N & MGMT	Councillor Emails @ £7.50 per month per Councillor + APP
4034	NEWSLETTER	702	DEMOCRATIC REP'N & MGMT	3 per year minimum @ £1500 per newsletter if delivery included ** MAILCHIMP FOR 2020/21**
4120	ROOM HIRE/MEETING EXPS	702	DEMOCRATIC REP'N & MGMT	MEETINGS OF THE COUNCIL IN THE CORN EX/BURWELL - DDA ACCESSIBILITY
4155	MODERN GOV/MTNG	702	DEMOCRATIC REP'N & MGMT	Agreed in June 2019 to procure Modern Gov @ £9k + other exps
4180	ELECTION EXPENSES	702	DEMOCRATIC REP'N & MGMT	Allw for General Election plus one Bye ElectionTo EMR
4892	C/S STAFF RCHG	702	DEMOCRATIC REP'N & MGMT	Fixed % recharge
4893	C/S O'HEAD RCHG	702	DEMOCRATIC REP'N & MGMT	Fixed % recharge on actuals
1170	GRANTS RECEIVED	800	CAPITAL PROJECTS	OCC Cllr Priority Fund - Bike Racks [20/21]
1200	S106 INCOME	800	CAPITAL PROJECTS	Curbridge Dev - WWSG & C/ex
4490	CAP EXP FUNDED FROM RCP	800	CAPITAL PROJECTS	Incl £5K Hybrid Meeting provision on 4962
4491	TFR TO EARMARKED RES	800	CAPITAL PROJECTS	See schedule
4492	TFR TO RENEWALS FUND	800	CAPITAL PROJECTS	Per Updated FARR @ 09/12/21
4498	TFR TO TOWN HALL RESERVE	800	CAPITAL PROJECTS	Tenant responsibilities full repairing lease on Town Hall
4903	CAP: BURWELL HALL	800	CAPITAL PROJECTS	[BOILER £25K, CURTAINS £3K r/o 20/21]Refurb toilets fund EMR 22/23 ^
4907	CAP: C/EX CINEMA EQPT	800	CAPITAL PROJECTS	Part fund from EMR 328/S106 funding £10k
4909	CAP: CCTV LEYS & BURWELL REC	800	CAPITAL PROJECTS	In RCF when needed
4911	CAP: PLAY AREA S/SURFACING	800	CAPITAL PROJECTS	FUND FROM RCF
4912	CAP: SPLASHPARK	800	CAPITAL PROJECTS	Tfr to EMR for splashpark renewal ++
4914	CAP: TH CEM ACCESS	800	CAPITAL PROJECTS	Pedestrian Access Smiths Estate 21/22 - Signage 22/23 £2k RCF
4918	CAP: BLDGS ENERGY EFFICIENCY	800	CAPITAL PROJECTS	Low priority if savings need to be made in 2022/23 budget Fund RCF
4919	CAP:LAKE & CNTRY PRK	800	CAPITAL PROJECTS	H&S Works Angling Fund RCF
4921	CAP:WWSG TENNIS COURTS	800	CAPITAL PROJECTS	Historic Agreement - fund from S106/EMR April 2022
4922	CAP: LEYS - PAVILION WORKS	800	CAPITAL PROJECTS	set aside #25k for emr pavilion/sewerage works etc 2021/22++
4923	CAP: LEYS TRAFFIC CALMING	800	CAPITAL PROJECTS	TVP OPEN SPACE SAFETY AUDIT - 50% MATCH FUNDING OCC TOTAL COST APPROX £10K

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4924	CAP: SKATE PARK REFURB	800	CAPITAL PROJECTS	S106 OF £12,500 /£40k ALSO HELD IN EMR fund RCF
4928	CAP:FIELDMERE CL PLAYAREA	800	CAPITAL PROJECTS	FUND FROM RCF
4929	CAP:PARK RD PLAY AREA	800	CAPITAL PROJECTS	EMR COMMITTED TO PROJECT ESTABLISHING OWNERSHIP Fund RCF
4930	CAP:KING G 5 INFRASTRUCTURE	800	CAPITAL PROJECTS	Project to be funded by Grants
4931	CAP:STREET FURNITURE	800	CAPITAL PROJECTS	Rolling Programme of Bins/Benches
4938	CAP:QURY RD PLAY EQUI 6-12 YR	800	CAPITAL PROJECTS	To add to EMR for Play Equipment Renewals
4943	CAP: BURWELL CHANGING ROOMS	800	CAPITAL PROJECTS	S106 + EMR FOR ADDITIONAL CHANGING ROOMS B/WELL
4960	CAP:WINDRUSH CEMETERY	800	CAPITAL PROJECTS	EMR for roadways/entrance onto Cogges Estate
4962	CAP:COMPUTER/OFFICE EQUIP	800	CAPITAL PROJECTS	[FUND FROM RENEWALS - laptops new staff]+ £3k supp est Office 365/IT upgrade + £2k hybrid mtgs
4971	CAP: NEW VEHICLES	800	CAPITAL PROJECTS	fund from EMR
4975	CAP:TOWN HALL WORKS	800	CAPITAL PROJECTS	Obligations under the Lease - Windows & Exterior Decorating inc scaffolding fund from EMR
4976	CAP: WAR MEMORIAL WORKS	800	CAPITAL PROJECTS	INSCRIPTION - L HARRIS
4977	CAP: PLANTERS WELCH WAY	800	CAPITAL PROJECTS	Agreed replacement planters SCCtte Nov 19, budget £2k per year for 5 years EMR
4978	CAP: BUTTERCROSS	800	CAPITAL PROJECTS	EMR HELD - budget for Roofing works ref min E099 - 4/3/19 Condition Survey
4979	CAP:ALLOTMENTS	800	CAPITAL PROJECTS	Fund from Deferred Grant at year end - Setting up Windrush Allotments
4991	CAP: WEST WITNEY SPORTS	800	CAPITAL PROJECTS	FUND FROM EMR A/C319

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [28.12.22] - APPENDIX B - SUMMARY

	<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	
<u>Halls, Cemeteries & Allotments</u>										
<u>102</u>	<u>LANGDALE HALL</u>									
	Total Income	21,500	30,429	21,530	15,801	21,777	0	20,907	0	0
	Overhead Expenditure	11,255	22,168	6,894	1,181	4,905	0	4,055	0	0
	Movement to/(from) Gen Reserve	<u>10,245</u>	<u>8,261</u>	<u>14,636</u>	<u>14,621</u>	<u>16,872</u>		<u>16,852</u>		
<u>103</u>	<u>BARS</u>									
	Total Income	0	1,599	16,000	27,640	34,667	0	75,354	0	0
	Direct Expenditure	0	1,549	6,000	9,227	16,000	0	37,675	0	0
	Overhead Expenditure	0	15,091	34,072	1,859	40,650	0	76,432	0	0
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(15,041)</u>	<u>(24,072)</u>	<u>16,554</u>	<u>(21,983)</u>		<u>(38,753)</u>		
<u>104</u>	<u>CORN EXCHANGE</u>									
	Total Income	43,600	3,401	21,500	15,157	20,258	0	38,850	0	0
	Overhead Expenditure	181,645	159,688	122,168	16,974	87,552	0	127,451	0	0
	Movement to/(from) Gen Reserve	<u>(138,045)</u>	<u>(156,287)</u>	<u>(100,668)</u>	<u>(1,817)</u>	<u>(67,294)</u>		<u>(88,601)</u>		
<u>105</u>	<u>BURWELL HALL</u>									
	Total Income	27,000	3,061	12,000	10,192	12,050	0	18,150	0	0
	Overhead Expenditure	106,661	87,023	90,950	6,724	52,369	0	72,840	0	0
	Movement to/(from) Gen Reserve	<u>(79,661)</u>	<u>(83,962)</u>	<u>(78,950)</u>	<u>3,468</u>	<u>(40,319)</u>		<u>(54,690)</u>		
<u>106</u>	<u>MADLEY PARK COMMUNITY CENTRE</u>									
	Total Income	375	406	430	376	376	0	400	0	0

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Note: DRAFT ~ REV 21/22 & EST 22/23 [28.12.22] - APPENDIX B - SUMMARY

	<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
Overhead Expenditure	4,890	21,504	3,585	-624	226	0	2,750	0	0
Movement to/(from) Gen Reserve	(4,515)	(21,098)	(3,155)	1,000	150		(2,350)		
301 TOWER HILL CEMETERY									
Total Income	23,745	32,110	24,925	22,194	23,765	0	23,275	0	0
Overhead Expenditure	176,578	147,878	140,713	32,436	65,501	0	68,956	0	0
Movement to/(from) Gen Reserve	(152,833)	(115,768)	(115,788)	(10,242)	(41,736)		(45,681)		
302 WINDRUSH CEMETERY									
Total Income	50,100	54,136	40,100	35,054	36,578	0	37,980	0	0
Overhead Expenditure	121,913	147,686	173,952	19,765	48,213	0	52,196	0	0
Movement to/(from) Gen Reserve	(71,813)	(93,550)	(133,852)	15,289	(11,635)		(14,216)		
303 CLOSED CH'YARDS ST MARYS/HOLY									
Total Income	0	5,252	0	-1,108	-1,108	0	0	0	0
Overhead Expenditure	19,000	25,561	12,500	-16,000	12,500	0	4,500	0	0
Movement to/(from) Gen Reserve	(19,000)	(20,309)	(12,500)	14,892	(13,608)		(4,500)		
305 ALLOTMENTS									
Total Income	0	0	0	142	142	0	0	0	0
Overhead Expenditure	10,119	8,056	5,781	2,660	5,172	0	5,176	0	0
Movement to/(from) Gen Reserve	(10,119)	(8,056)	(5,781)	(2,518)	(5,030)		(5,176)		

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Note: DRAFT ~ REV 21/22 & EST 22/23 [28.12.22] - APPENDIX B - SUMMARY

	<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
Halls, Cemeteries & Allotments - Income	166,320	130,394	136,485	125,448	148,505	0	214,916	0	0
Expenditure	632,061	636,204	596,615	74,202	333,088	0	452,031	0	0
Movement to/(from) Gen Reserve	<u>(465,741)</u>	<u>(505,810)</u>	<u>(460,130)</u>	<u>51,246</u>	<u>(184,583)</u>		<u>(237,115)</u>		

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		<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
<u>Parks & Recreation</u>										
<u>201</u>	<u>SPLASHPARK</u>									
	Overhead Expenditure	91,121	99,457	42,973	3,938	27,823	0	36,979	0	0
	Movement to/(from) Gen Reserve	<u>(91,121)</u>	<u>(99,457)</u>	<u>(42,973)</u>	<u>(3,938)</u>	<u>(27,823)</u>		<u>(36,979)</u>		
<u>202</u>	<u>THE LEYS RECREATION GROUND</u>									
	Total Income	27,620	6,701	26,180	18,058	18,058	0	18,095	0	0
	Overhead Expenditure	141,934	140,107	155,456	70,174	75,098	0	107,281	0	0
	Movement to/(from) Gen Reserve	<u>(114,314)</u>	<u>(133,406)</u>	<u>(129,276)</u>	<u>(52,116)</u>	<u>(57,040)</u>		<u>(89,186)</u>		
<u>203</u>	<u>WEST WITNEY SPORTS GROUND</u>									
	Total Income	32,411	26,703	26,861	32,159	34,442	0	28,617	0	0
	Overhead Expenditure	74,111	76,470	73,368	47,393	71,561	0	68,978	0	0
	Movement to/(from) Gen Reserve	<u>(41,700)</u>	<u>(49,768)</u>	<u>(46,507)</u>	<u>(15,234)</u>	<u>(37,119)</u>		<u>(40,361)</u>		
<u>204</u>	<u>BURWELL (QE2) SPORTS GROUND</u>									
	Total Income	3,000	875	1,500	3,401	3,000	0	3,500	0	0
	Overhead Expenditure	36,803	27,816	31,899	19,656	30,965	0	34,719	0	0
	Movement to/(from) Gen Reserve	<u>(33,803)</u>	<u>(26,941)</u>	<u>(30,399)</u>	<u>(16,255)</u>	<u>(27,965)</u>		<u>(31,219)</u>		
<u>205</u>	<u>KING GEORGE V / NEULAND</u>									
	Total Income	1,000	212	250	1,290	1,000	0	1,600	0	0
	Overhead Expenditure	17,086	18,539	24,837	8,557	16,354	0	16,528	0	0
	Movement to/(from) Gen Reserve	<u>(16,086)</u>	<u>(18,327)</u>	<u>(24,587)</u>	<u>(7,267)</u>	<u>(15,354)</u>		<u>(14,928)</u>		

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	<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	
<u>207</u>	<u>MOORLAND ROAD PLAY AREA</u>									
	Overhead Expenditure	2,393	2,559	4,504	62	812	0	850	0	0
	Movement to/(from) Gen Reserve	<u>(2,393)</u>	<u>(2,559)</u>	<u>(4,504)</u>	<u>(62)</u>	<u>(812)</u>		<u>(850)</u>		
<u>208</u>	<u>WOOD GREEN PITCHES/PLAY AREA</u>									
	Overhead Expenditure	5,309	2,655	7,309	62	2,887	0	2,948	0	0
	Movement to/(from) Gen Reserve	<u>(5,309)</u>	<u>(2,655)</u>	<u>(7,309)</u>	<u>(62)</u>	<u>(2,887)</u>		<u>(2,948)</u>		
<u>209</u>	<u>ETON CLOSE PLAY AREA</u>									
	Overhead Expenditure	1,250	1,488	1,575	62	637	0	675	0	0
	Movement to/(from) Gen Reserve	<u>(1,250)</u>	<u>(1,488)</u>	<u>(1,575)</u>	<u>(62)</u>	<u>(637)</u>		<u>(675)</u>		
<u>210</u>	<u>OXLEASE PLAY AREA</u>									
	Overhead Expenditure	11,237	3,568	20,412	62	15,470	0	15,666	0	0
	Movement to/(from) Gen Reserve	<u>(11,237)</u>	<u>(3,568)</u>	<u>(20,412)</u>	<u>(62)</u>	<u>(15,470)</u>		<u>(15,666)</u>		
<u>211</u>	<u>FIELDMERE PLAY AREA</u>									
	Overhead Expenditure	2,247	3,289	6,378	62	587	0	625	0	0
	Movement to/(from) Gen Reserve	<u>(2,247)</u>	<u>(3,289)</u>	<u>(6,378)</u>	<u>(62)</u>	<u>(587)</u>		<u>(625)</u>		
<u>212</u>	<u>QUARRY ROAD PLAY AREA</u>									
	Overhead Expenditure	1,346	1,461	1,693	62	537	0	575	0	0
	Movement to/(from) Gen Reserve	<u>(1,346)</u>	<u>(1,461)</u>	<u>(1,693)</u>	<u>(62)</u>	<u>(537)</u>		<u>(575)</u>		
<u>213</u>	<u>RALEIGH CRESCENT PLAY AREA</u>									
	Overhead Expenditure	2,349	5,142	5,920	5	605	0	605	0	0
	Movement to/(from) Gen Reserve	<u>(2,349)</u>	<u>(5,142)</u>	<u>(5,920)</u>	<u>(5)</u>	<u>(605)</u>		<u>(605)</u>		

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	<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
214 <u>PARK ROAD PLAY AREA</u>									
Overhead Expenditure	0	0	0	0	625	0	975	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(625)</u>		<u>(975)</u>		
Parks & Recreation - Income	64,031	34,491	54,791	54,909	56,500	0	51,812	0	0
Expenditure	387,186	382,551	376,324	150,093	243,961	0	287,404	0	0
Movement to/(from) Gen Reserve	<u>(323,155)</u>	<u>(348,060)</u>	<u>(321,533)</u>	<u>(95,185)</u>	<u>(187,461)</u>		<u>(235,592)</u>		

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	<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
<u>Stronger Communities</u>									
<u>402 COMMUNITY INFRASTRUCTURE</u>									
Total Income	0	1,121	0	13,944	14,023	0	0	0	0
Overhead Expenditure	290,204	267,116	325,165	108,713	241,985	0	254,718	0	0
Movement to/(from) Gen Reserve	<u>(290,204)</u>	<u>(265,995)</u>	<u>(325,165)</u>	<u>(94,769)</u>	<u>(227,962)</u>		<u>(254,718)</u>		
<u>408 COMMUNITY ACTIVITIES</u>									
Overhead Expenditure	62,098	50,331	65,766	1,501	3,500	0	14,500	0	0
Movement to/(from) Gen Reserve	<u>(62,098)</u>	<u>(50,331)</u>	<u>(65,766)</u>	<u>(1,501)</u>	<u>(3,500)</u>		<u>(14,500)</u>		
Stronger Communities - Income	0	1,121	0	13,944	14,023	0	0	0	0
Expenditure	352,302	317,447	390,931	110,214	245,485	0	269,218	0	0
Movement to/(from) Gen Reserve	<u>(352,302)</u>	<u>(316,325)</u>	<u>(390,931)</u>	<u>(96,270)</u>	<u>(231,462)</u>		<u>(269,218)</u>		

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	<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
<u>Policy, Governance & Finance</u>									
<u>401 CIVIC ACTIVITIES</u>									
Overhead Expenditure	34,887	23,727	33,469	752	5,468	0	5,500	0	0
Movement to/(from) Gen Reserve	<u>(34,887)</u>	<u>(23,727)</u>	<u>(33,469)</u>	<u>(752)</u>	<u>(5,468)</u>		<u>(5,500)</u>		
<u>407 GRANTS & DONATIONS (INC S137)</u>									
Total Income	0	750	0	1,000	1,000	0	1,000	0	0
Overhead Expenditure	117,400	116,798	106,400	45,682	94,950	0	136,520	0	0
Movement to/(from) Gen Reserve	<u>(117,400)</u>	<u>(116,048)</u>	<u>(106,400)</u>	<u>(44,682)</u>	<u>(93,950)</u>		<u>(135,520)</u>		
<u>502 TOWN HALL MAINTEN'CE</u>									
Total Income	20,000	20,100	13,950	-109	13,950	0	13,950	0	0
Overhead Expenditure	39,336	86,205	28,861	27,740	23,634	0	27,425	0	0
Movement to/(from) Gen Reserve	<u>(19,336)</u>	<u>(66,105)</u>	<u>(14,911)</u>	<u>(27,849)</u>	<u>(9,684)</u>		<u>(13,475)</u>		
<u>503 AGENCY SERVICES</u>									
Overhead Expenditure	0	795	0	51	5,000	0	5,200	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>(795)</u>	<u>0</u>	<u>(50)</u>	<u>(5,000)</u>		<u>(5,200)</u>		
<u>505 PRECEPT</u>									
Total Income	1,659,153	1,659,153	1,691,877	1,691,877	1,691,877	0	1,874,774	0	0
Movement to/(from) Gen Reserve	<u>1,659,153</u>	<u>1,659,153</u>	<u>1,691,877</u>	<u>1,691,877</u>	<u>1,691,877</u>		<u>1,874,774</u>		
<u>506 INTEREST RECEIVED</u>									
Total Income	8,000	5,010	4,500	1,379	2,500	0	2,500	0	0

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	<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
Overhead Expenditure	1,200	789	2,000	754	2,000	0	2,000	0	0
Movement to/(from) Gen Reserve	6,800	4,221	2,500	625	500		500		
601 WORKS DEPARTMENT GEN									
Total Income	0	0	0	195	195	0	0	0	0
Overhead Expenditure	449	15,299	750	19,510	335,563	0	401,795	0	0
Movement to/(from) Gen Reserve	(449)	(15,299)	(750)	(19,315)	(335,368)		(401,795)		
602 CENTRAL SUPPORT (Ex 501)									
Total Income	0	0	0	12	12	0	0	0	0
Overhead Expenditure	-450	-15,524	5,533	58,828	460,186	0	519,910	0	0
Movement to/(from) Gen Reserve	450	15,524	(5,533)	(58,816)	(460,174)		(519,910)		
700 STRATEGIC PLANNING INITIATIVES									
Overhead Expenditure	24,445	24,012	17,371	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(24,445)	(24,012)	(17,371)	0	0		0		
701 CORPORATE MANAGEMENT									
Overhead Expenditure	75,418	76,675	76,457	2,291	6,534	0	5,155	0	0
Movement to/(from) Gen Reserve	(75,418)	(76,675)	(76,457)	(2,291)	(6,534)		(5,155)		
702 DEMOCRATIC REP'N & MGMT									
Overhead Expenditure	97,909	86,618	97,905	12,140	27,000	0	28,855	0	0
Movement to/(from) Gen Reserve	(97,909)	(86,618)	(97,905)	(12,140)	(27,000)		(28,855)		

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	<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
Policy, Governance & Finance - Income	1,687,153	1,685,013	1,710,327	1,694,355	1,709,534	0	1,892,224	0	0
Expenditure	390,594	415,394	368,746	167,748	960,335	0	1,132,360	0	0
Movement to/(from) Gen Reserve	<u>1,296,559</u>	<u>1,269,618</u>	<u>1,341,581</u>	<u>1,526,606</u>	<u>749,199</u>		<u>759,864</u>		

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	<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
<u>Climate, Biodiversity & Planni</u>									
<u>206 WITNEY COUNTRY PARK</u>									
Total Income	1,380	723	1,400	0	1,400	0	1,450	0	0
Overhead Expenditure	50,256	5,344	66,355	4,872	27,586	0	58,941	0	0
Movement to/(from) Gen Reserve	<u>(48,876)</u>	<u>(4,622)</u>	<u>(64,955)</u>	<u>(4,872)</u>	<u>(26,186)</u>		<u>(57,491)</u>		
<u>403 PLANNING</u>									
Overhead Expenditure	20,004	20,066	19,948	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(20,004)</u>	<u>(20,066)</u>	<u>(19,948)</u>	<u>0</u>	<u>0</u>		<u>0</u>		
Climate, Biodiversity & Planni - Income	1,380	723	1,400	0	1,400	0	1,450	0	0
Expenditure	70,260	25,410	86,303	4,872	27,586	0	58,941	0	0
Movement to/(from) Gen Reserve	<u>(68,880)</u>	<u>(24,688)</u>	<u>(84,903)</u>	<u>(4,872)</u>	<u>(26,186)</u>		<u>(57,491)</u>		

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Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT ~ REV 21/22 & EST 22/23 [28.12.22] - APPENDIX B - SUMMARY

	<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
Capital & Assets									
800 CAPITAL PROJECTS									
Total Income	0	410	0	0	0	0	0	0	0
Overhead Expenditure	147,000	23,987	142,292	369,209	282,458	0	0	0	0
Movement to/(from) Gen Reserve	<u>(147,000)</u>	<u>(23,577)</u>	<u>(142,292)</u>	<u>(369,209)</u>	<u>(282,458)</u>		<u>0</u>		
900 ASSET MGMT REVENUE ACCOUNT									
Overhead Expenditure	0	-157,816	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>157,816</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
Capital & Assets - Income	0	410	0	0	0	0	0	0	0
Expenditure	147,000	-133,829	142,292	369,209	282,458	0	0	0	0
Movement to/(from) Gen Reserve	<u>(147,000)</u>	<u>134,239</u>	<u>(142,292)</u>	<u>(369,209)</u>	<u>(282,458)</u>		<u>0</u>		
Total Budget Income	1,918,884	1,852,151	1,903,003	1,888,654	1,929,962	0	2,160,402	0	0
Expenditure	1,979,403	1,643,177	1,961,211	876,338	2,092,913	0	2,199,954	0	0
Movement to/(from) Gen Reserve	<u>(60,519)</u>	<u>208,975</u>	<u>(58,208)</u>	<u>1,012,316</u>	<u>(162,951)</u>		<u>(39,552)</u>		

Earmarked Reserves Appendix C

310	GENERAL FUND	694519	
315	ROLLING CAPITAL FUND	510772	
	ALLOTMENTS	191996	Cannot spend on anything else other than allotments
322	AMENITY LANDS	60469	Cant spend - historic commuted sum/meant to draw down interest to use for GM
324	ELECTION FUND	9291	For May 2023 elections
364	YOUTH COUNCIL	473	Water Fountain - YC fundraising so far
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 To be re-purposed?
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	To be re-purposed for Energy Efficiencies?
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
Climate, Biodiversity & Planning							
Infrastructure Active Travel	20000	0					Project removed = OCC paying for signage
Infrastructure Community Speedwatch/20mph zones	2000	0					Project removed = OCC paying for signage
Arboriculture Plan - for Community Orchard				10000	3000		Reduced down to cover professional report only (4067/402)
	22000	0	0	10000	3000	0	
Halls, Cemeteries & Allotments							
Childrens memorial garden - Windrush				1500	1500		Agreed
Cemetery unused buildings - Full options survey				5000	0	5000	Professional Fees 4059/302 EMR (362) £18k
St Mary's Church Boundary Wall Works -				10000	0	10000	Rolling Prog of repairs EMR 318 Memorial Maint divert
TH Cem Access/Signage	2000	2000					
Windrush Cemetery internal layout/roadway	25000	25000					
Burwell Hall - Refurb toilets	12000	0	12000				EMR (328)
Corn Exchange - Cinema Equipment	20000	10000	10000				Part fund EMR 328/S106
Energy Efficiency							
Energy Efficiency - Burwell Hall	30000	0					low priority Recommendation from Climate, Biodiversity & Planning
Energy Efficiency - Corn Exchange	50000	0					Recommendation from Climate, Biodiversity & Planning
Energy Efficiency - Langdale Hall	50000	0					Recommendation from Climate, Biodiversity & Planning
Energy Efficiency - Madley Hall	20000	0					Recommendation from Climate, Biodiversity & Planning
Energy Efficiency - Towerhill Cemetery Lodge & Chapel	50000	0					Recommendation from Climate, Biodiversity & Planning
	259000	57000	22000	16500	1500	15000	
Parks & Recreation							
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 Reduce cont to EMR 22/23
Take over Bowls Irrigation System	2000	0					Removed
West Witney Tennis Courts - colour coating/line marking	10000	0					Terms of historic agreement Fund from S106?
	142000	95000	0	36500	10000	12000	
Policy, Governance & Finance							
Storage Facility - Town Hall/Corn Exchange rental				2000	2000		Year on year
Increase in Grant General				10000	10000		Increase budget to £20k Maybe not this year? Mid priority
Electric Vehicles	15000	15000					EMR + Renewals fund
Energy Efficiency - T/Hall	50000	0					Recommendation from Climate, Biodiversity & Planning
Energy Efficiency - Works Leys & Windrush Depot	50000	0					Recommendation from Climate, Biodiversity & Planning
Works Depot - alternative premises							Re Masterplan for the Leys Recreation Ground
	115000	15000	0	12000	12000	0	
Stronger Communities							
COVID-19 Memorial/Commemoration				1500	1500		
Infrastructure Defibrillators Min C234 Ongoing				1500	1500		Increase budget for King Georges new installation
Maint/Replacement Fund				5000	3000		Task & Finish Group
Queens Platinum Jubilee				10000	10000		Increase budget to £40k for 2022/23
Children & Young People Grant Funding				10000	10000		
Water Safety Education Programme				10000	10000		
Welch Way Planters £2k for 5 years to be installed in 2025	2000	2000					Move to EMR - £4k held Yr 2 of 5
	2000	2000	0	28000	26000	0	
	540000	169000	22000	103000	52500	27000	
Unfunded							
Lido/ or safe swimming							
Art Centre + Community Hub							Confidential report to PGF 22/11/21

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Budget Summary

Year Ended 31st March 2023

	2021-22		2022-23	Budget Incr/Decr	
	Projected	Budgeted (Revised) (Excl Recharges)	Proposed	£	%
REVENUE EXPENDITURE					
Estates Management	327916	590834	446855	-143979	
Sports & Recreation	276719	448460	351521	-96939	
Community Services	245485	390931	269218	-121713	
Policy & Resources	960335	388694	1132360	743666	
Less: Depreciation				0	
	<u>1810455</u>	<u>1818919</u>	<u>2199954</u>	<u>381035</u>	20.95%
INCOME					
Estates Management	148363	136485	214916	78431	
Sports & Recreation	58042	56191	53262	-2929	
Community Services	14023	0	0	0	
Policy & Resources	17657	18450	17450	-1000	
	<u>238085</u>	<u>211126</u>	<u>285628</u>	<u>74502</u>	35.29%
NET REVENUE EXPENDITURE	<u>1572370</u>	<u>1607793</u>	<u>1914326</u>	<u>306533</u>	19.07%
CAPITAL & PROJECT EXPENDITURE (Net)					
Rolling Capital Provision	0	0	0		
Capital Projects (net)	282458	142292	0	-142292	
	<u>282458</u>	<u>142292</u>	<u>0</u>	<u>-142292</u>	-100.00%
TOTAL NET EXPENDITURE	<u>1854828</u>	<u>1750085</u>	<u>1914326</u>	<u>164241</u>	9.38%
Financed as follows					
Reserves at 1st April	694519	535501	531568		
Reserves at 31st March	531568	477293	492016 **		
Expenditure funded from/transfer to General Fund	162951	58208	39552		
Precept Required	1691877	1691877	1874774	182897	10.81%
TOTAL TAXATION FUNDING REQUIRED	<u>1691877</u>	<u>1691877</u>	<u>1874774</u>	<u>182897</u>	10.81%
	<u>1854828</u>	<u>1750085</u>	<u>1914326</u>	<u>164241</u>	
ADJUSTED BASIS					
Band D Equivalents [Tax base]		<u>10638.06</u>	<u>10965.64</u>	<u>327.58</u>	<u>3.08%</u>
Precept per Band D Equivalent (£/annum)		<u>£ 159.04</u>	<u>170.97</u>	<u>£11.93</u>	<u>7.50%</u>
Precept per Band D Equivalent (p/week)		<u>305.01</u>	<u>327.89</u>	<u>22.88 p</u>	

**Note: Recommended minimum reserve equal to 3 months net revenue expenditure	393093	401948	478582
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EXTRA ORDINARY COUNCIL

Date: Wednesday 5 January 2022
Title: To formally declare the Precept for 2022-23
Contact Officer: Town Clerk/RFO – Sharon Groth

BACKGROUND

The purpose of this report is to outline the formal recommendation which the Council will need to approve to give the Town Clerk the authority to serve this precept.

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 consider 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.

FINANCIAL IMPLICATIONS

These have been detailed during the budget cycle and at a presentation the Town Clerk made on 13 December 2021, as well as in the previous agenda item.

The estimated tax base for 2022-23 is 10965.64 Band D equivalent properties.

The current Band D council tax is £159.04 per annum.

If a 7½% increase is applied this will result in a charge of £170.97 which would raise £1,874,774 in precept.

RECOMMENDATION

Members are invited to note the report and that the Town Clerk be authorised to sign and serve a precept on the West Oxfordshire District Council, in accordance with the appropriate provisions of the Local Government Act 1972 (as amended), requiring the District Council to pay the Town Council the sum of £1,874,774 in respect of Council Tax for the town during the financial year 2022-23.

Public Document Pack Agenda Item 6a

CLIMATE, BIODIVERSITY & PLANNING COMMITTEE MEETING OF THE WITNEY TOWN COUNCIL

Held on Tuesday, 14 December 2021

At 6.00 pm in the Virtual Meeting Room via Zoom

Present:

Councillor R Smith (Chair)

Councillors:	A Prosser	V Gwatkin
	J Aitman	M Jones
	L Duncan	T Ashby
Also Present:	D Enright	
Officers:	Adam Clapton	Deputy Town Clerk
	Claire Green	Administration Support - Planning & Stronger Communities
	Simon Wright	Democratic & Legal Services Officer
Others:	4 members of the public.	

P641 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors O Collins and A McMahon.

Councillor T Ashby attended for Councillor McMahon.

P642 DECLARATIONS OF INTEREST

There were no declarations of interest from members or officers.

P643 PUBLIC PARTICIPATION

There was no public participation.

The Chair, with the agreement of the Committee, took agenda Item No. 6 - 20mph Speed Restrictions before Agenda Item No. 4

P644 20MPH SPEED RESTRICTIONS

The Committee welcomed Tim Shickle, Group Manager Traffic & Safety from Oxfordshire County Council (OCC) who provided an outline of the 20mph Zones scheme being implemented in the county.

It was noted that the matter had been considered by the Policy, Governance & Finance Committee who had agreed that a town-wide pilot scheme should be implemented and referred the matter to this committee to progress. There had also been discussion at the Witney Traffic Advisory Committee on the issue and County Councillor Andrew Coles, Chair of that Committee joined the discussion with the agreement of the Chair.

Members expressed support for the initiative and discussed where it may not be practicable to reduce speed to 20mph across Witney. Confirmation was given that any scheme would need to be fully mapped and surveyed to produce a comprehensive plan for consultation.

In respect of funding, it was noted that OCC would fund the scheme if approved. There was discussion regarding keeping the scheme as simple as possible, conveying the reasons for reducing speed, enforcement of any regulations and legislative requirements. Members considered it important that future development in the town should be part of any plans.

It was acknowledged that it needed to be a collaborative approach and it was suggested, and agreed, that a Working Party should be constituted to progress the project. In respect of timescales, it was noted that funding was available in the current financial year so the decision needed to be made at the earliest opportunity.

After further discussion it was:

Resolved:

1. That, the principle of a 20mph speed limit zone for Witney be supported;
2. That, a Working Party of members and officers be established to develop the project; and
3. That, Councillors Aitman, Ashby, Duncan, Prosser and Smith together with Councillor Andrew Coles (Chair of Witney TAC) be nominated to serve on the Working Party.

Councillor Aitman left the meeting at this juncture

P645 **PLANNING APPLICATIONS**

The Committee received and considered a schedule of planning applications received from West Oxfordshire District Council.

At the request of the Chair the Committee considered Application No. 20/02654/OUT – Land South-East of Oxford Hill first.

Members were pleased to see requests, made in the previous application included on the amended plans, but questioned the proposed footpaths linking the scheme to the town which officers agreed to investigate further.

Councillors Ashby & Enright left the meeting after consideration of the above application.

Resolved:

That the comments, as per the attached schedule, be forwarded to West Oxfordshire District Council.

P646 **NOTIFICATION OF PLANNING APPEAL, 12 EARLY ROAD**

The Committee received notification of a Planning Appeal APP/D3125/D/21/3283707 in respect of 12 Early Road, Witney.

Resolved:

That the notification of the Planning Appeal be noted.

P647 **ACTIVE TRAVEL UPDATE**

The report of the Deputy Town Clerk updating on a number of schemes and progress against the Town council Active Travel Infrastructure Plan 2020 was received.

Members welcomed the update and confirmation was given that the provision of new cycle racks and pumps was being progressed.

The Committee noted that a number of the priorities in the Infrastructure Plan had now been met and it was suggested, and agreed, that delegation be given to officers to update the plan accordingly.

Resolved:

1. That, the update report be noted; and
2. That, the Deputy Town Clerk be delegated to update the Active Travel Infrastructure Plan 2020 to reflect the priorities that had been met.

P648 **FUTURE MEETINGS OF THE COMMITTEE**

The Democratic & Legal services Officer reminded the Committee that the next meeting was scheduled for 4 January 2022.

With the express permission of the Chair to add this as an urgent item, Members were requested to consider if they wished that meeting to be held in person or virtually and be advisory with any decisions being ratified at the Extraordinary Council meeting on 5 January 2022.

Resolved:

That the meeting on 4 January 2022 be an Advisory Committee and be held virtually.

The meeting closed at: 7.57 pm

Chair

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Witney Town CouncilPlanning Minutes - 24th December 2021

645

645- 1 WTC/207/21 Plot Ref :-21/03705/HHD Type :- HOUSEHOLDE
 Applicant Name :- . Date Received :- 18/11/2021
 Location :- 8 CHESTNUT CLOSE Date Returned :- 15/12/2021
 CHESTNUT CLOSE

Proposal : Alterations to include the erection of a two-storey side extension, part single and two storey rear extension and the installation of a bay window to front elevation, along with formation of an enlarged parking area with widened access and associated works.

Observations : While Witney Town Council does not object to this application, if approved the development will result in a loss of permeable drainage and members ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031. Further, members note the objection comment from the Local Highways Authority; subject to amended plans being submitted to remediate the pedestrian access and parking space issues, Witney Town Council have no objections regarding this application.

645- 2 WTC/208/21 Plot Ref :-21/03662/FUL Type :- FULL
 Applicant Name :- . Date Received :- 22/11/2021
 Location :- 190 COLWELL DRIVE Date Returned :- 15/12/2021
 COLWELL DRIVE

Proposal : Construction of new dwelling with associated works and alterations to existing vehicular access.

Observations : Witney Town Council has no objections regarding this application.

645- 3 WTC/209/21 Plot Ref :-21/03708/S73 Type :- NON COMPLY
 Applicant Name :- . Date Received :- 22/11/2021
 Location :- UNIT 1 CRANBROOK COURT Date Returned :- 15/12/2021
 AVENUE TWO

Proposal : Non compliance of condition 2 of planning permssion 20/02066/FUL to allow alterations to the location of the exhaust stack.

Observations : Witney Town Council has no objections regarding this application.

645- 4 WTC/213/21 Plot Ref :-21/03643/FUL Type :- FULL
 Applicant Name :- . Date Received :- 23/11/2021
 Location :- 46 MARKET SQUARE Date Returned :- 15/12/2021
 MARKET SQUARE

Proposal : Demolition of existing outbuilding and rebuild to create a one and half storey three bedroom house with associated amenity area and two car parking spaces.

Observations : While Witney Town Council does not object to this application in terms of a new dwelling, it notes that Councillors express concern for limited cycle and bin storage on the site. Members ask that all efforts are made to provide cycle

storage adequate for a family home and bin storage sufficient for the multiple waste bin types.

645- 5 WTC/214/21 Plot Ref :-21/03644/LBC Type :- LISTED BUI
Applicant Name :- . Date Received :- 23/11/2021
Location :- 46 MARKET SQUARE Date Returned :- 15/12/2021
MARKET SQUARE
Proposal : Demolition of existing outbuilding and rebuild to create a one and half storey three bedroom house with associated amenity area and two car parking spaces.
Observations : While Witney Town Council does not object to this application in terms of a new dwelling, it notes that Councillors express concern for limited cycle and bin storage on the site. Members ask that all efforts are made to provide cycle storage adequate for a family home and bin storage sufficient for the multiple waste bin types.

645- 6 WTC/215/21 Plot Ref :-21/03744/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 23/11/2021
Location :- 88 WOODSTOCK ROAD Date Returned :- 15/12/2021
WOODSTOCK ROAD
Proposal : Two Storey Side Extension & Replacement Porch. Removal of existing garage.
Observations : Witney Town Council has no objections regarding this application.

645- 7 WTC/216/21 Plot Ref :-21/03606/S73 Type :- VARIATION
Applicant Name :- . Date Received :- 23/11/2021
Location :- 32 JUDDS CLOSE Date Returned :- 15/12/2021
JUDDS CLOSE
Proposal : Variation of condition 2 of planning permission 18/00659/HHD to allow retrospective loft conversion as built.
Observations : Witney Town Council has no objections regarding this application.

645- 8 WTC/217/21 Plot Ref :-20/02654/OUT Type :- OUTLINE
Applicant Name :- . Date Received :- 25/11/2021
Location :- LAND SOUTH EAST OF OXFORD Date Returned :- 16/12/2021
HILL
OXFORD HILL
Proposal : Outline planning application (with all matters reserved except access) for the erection of up to 495 dwellings and a new Community Hub together with associated open space and green infrastructure.
Observations : Witney Town Council has reviewed the revised plans for this strategic development area and recognises the amendments from the original submission. Further to our original response comments of 17th December 2020, we would like to make the following additional observations:

Firstly, should approval be given, Members request that a 'prior to commencement' condition be applied that stipulates no works are started until the Shores Green slip roads are completed. This much needed infrastructure should be in place ahead of the heavy plant and construction traffic needing access to the development.

The current sewer network and Witney sewage pumping station are unable to

cope with existing demand and Witney continues to see untreated sewage pumped into the River Windrush and Witney's watercourses. Additional demand on the network without any infrastructure upgrade will exacerbate this problem and we will see more frequent instances of permitted sewage release into our river network. Witney Town Council would like to see Thames Water carry out sewage upgrades ahead of any development or occupation of this proposed site.

Item 12 on the Illustrative Masterplan in Appendix G shows a 'Potential link through to Windrush Cemetery'. Witney Town Council welcome this and would like to see a commitment by condition that ensures this much-needed vehicular and pedestrian access is included within the development and that the developer provides for utility connections (water and power) under the road, that can be carried forward by the Town Council into the land within Council ownership.

Members ask that all possible locations for the Community Hub are explored. Members note the comments from Stagecoach with regard to the hub being on the periphery of the new dwellings and not in the most logical place to serve existing residents of the Cogges estate or residents of this proposed development and that more could be done to site the hub where it is easily accessed by cycling and walking. The community centre could be located near the West entrance of the development whereby it would have potential to have close links with the cemetery, and this location would have less impact on the landscape.

In terms of connectivity, the current plans only appear to show one pedestrian and cycling route across to Farm Mill Lane, which is a shared 3m pathway. This is a key corridor into Witney Town Centre and there is space for a segregated footpath and cycleway, cyclists and pedestrians should be separated on what will be a much used and busy route.

Further, in earlier discussions with Witney Town Council, a footbridge was discussed to provide for walking and cycling access from the South of the site, heading West toward Sainsburys. The current plans do not show how this can be achieved and members feel strongly that this is an important feature that must not be forgotten.

It is crucial to link the development with existing facilities the current plan shows a 'potential' pedestrian and cycle link to Eton Close. Members would like a commitment that this link is properly facilitated and contributions towards the installation of a pathway in the open space.

Witney Town Council would still welcome a shared pedestrian/cycle path further south than indicated on the proposed plans, encompassing the former Witney Railway bridge towards the South Witney Industrial and commercial areas.

The submitted documents mention cycle lanes and parallel crossings, but there is no mention of priority for cyclists and pedestrians at the road junctions. Oxfordshire County Council guidelines say that vulnerable users should have priority over vehicular traffic - this is an opportunity to modernise these junctions and priority be given to cycle and foot traffic at all side junctions.

In a previous response Witney Town Council had asked about one housing unit being for a community development project and then handed over to the community. It would serve as a hub before the community hub is built and then later gets sold as a house to be lived in, but profits go to community projects. Has any more thought or research gone into this? Witney Town Council are keen to explore this with the developers.

Witney Town Council support the Oxfordshire County Council document of 27th April 2021 outlining developer Section 106 contribution. This list includes many of our original requests. Our members have discussed the previously submitted response and the requests therein and members agree that these funding

needs remain valid.

For reference, our previously submitted Section 106 list is repeated below:

In addition to the cemetery access (or associated funding) the Town Council would like to request the following to support the infrastructure in and immediately adjacent to the development.

Sport & Recreation

Witney Town Council recognises the inclusion of a proposed play area/LEAP but would request an off-site contribution of £20,000 to upgrade the nearest play park facility in Eton Close to serve the anticipated increase in children from the development.

The Town Council also welcomes the inclusion of village green areas and would ask if one of these could be used as a wheeled sports track, with £15,000 allocated to the Town Council to facilitate this project.

The Town Council is committed to encouraging grassroots sports and considers that a development of this size will increase the number of people wanting to use sports facilities. The Council does however recognise that due to the typography of the site, the inclusion of a sports pitch would be difficult (unless the developer feels that land in their ownership south of the cemetery is suitable, or another piece of land outside of this site). Therefore, it would request a contribution of £50,000 towards upgrading other sports pitches and changing rooms across the town to absorb the anticipated usage.

Infrastructure & Street Scene

The Town Council would like to request that the developers install at least two grit bins on the estate due to its sloping typography along with benches in the village green areas, Sheffield cycle racks near the bus stops, community hub and recreation areas (village greens), bus shelters and bins. The Council would like to see the majority of these installed before all dwellings are occupied.

Lake & Country Park

The Town Council would like to request £10,000 towards the inclusion of an educational space at Witney Lake & Country Park as part of its long-term plan to manage this area. The site sits South West of the development and is connected via the paths mentioned above.

645- 9	WTC/218/21	Plot Ref :-21/03716/FUL	Type :-	FULL
	Applicant Name :-	.	Date Received :-	29/11/2021
	Location :-	(E) 432878 (N) 209265 DOWNS RD DOWNS ROAD	Date Returned :-	16/12/2021
	Proposal :	Residential development comprising of 61 dwellings (use class C3), new road infrastructure, landscaping and other associated infrastructure works.		
	Observations :	Whilst Witney Town Council do not object to this application members are very concerned about an additional 61 houses being built in this location without the vital infrastructure being in place. It is acknowledged that the Witney sewage treatment facility and current sewer network is not able to cope with existing demand and Witney continues to see untreated sewage pumped into the River Windrush and Witney's watercourses. Additional demand on the network without any infrastructure upgrade will exacerbate this problem and we will see more frequent instances of permitted sewage release into our river network. Witney Town Council request that approval for additional houses on this development is not granted until Thames Water are able to commit to sewage upgrades that are sufficient to meet demand.		

In accordance with West Oxfordshire Local Plan Policies T1 and T3,

Connectivity through and to the site should ensure that residents can easily access footpaths, cycle routes and bus stops, facilitating sustainable travel and sensible routes for accessing Downs Road, Range Road and through the estate to Curbridge Road. Developers need to take the opportunity to work with the relevant authorities to implement a 20mph speed limit through the estate. Members ask that adequate cycle storage be provided in line with Oxfordshire County Council recommendations.

Members note that a community centre or community hall for the West Witney development has not been provided for and ask that S106 funding be considered for this community resource.

645- 10	WTC/219/21	Plot Ref :-21/03803/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	29/11/2021
	Location :- 29 TOWER HILL TOWER HILL		Date Returned :-	15/12/2021
	Proposal :	Addition of a parapet wall to single storey rear extension. Alteration to approved drawings under reference 18/03026/HHD.		
	Observations :	Witney Town Council has no objections regarding this application.		

645- 11	WTC/220/21	Plot Ref :-21/03797/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	30/11/2021
	Location :- 44 BROADWAY CLOSE BROADWAY CLOSE		Date Returned :-	15/12/2021
	Proposal :	Erection of a conservatory to rear elevation.		
	Observations :	Witney Town Council has no objections regarding this application.		

645- 12	WTC/221/21	Plot Ref :-21/03851/FUL	Type :-	FULL
	Applicant Name :- .		Date Received :-	06/12/2021
	Location :- 153 THORNEY LEYS THORNEY LEYS		Date Returned :-	15/12/2021
	Proposal :	Sub division of existing dwelling to create an additional dwelling together with associated works including alterations to existing access and parking facilities.		
	Observations :	While Witney Town Council does not object to this application in terms of creating an additional dwelling, members ask that all efforts are made to provide adequate cycle storage for both dwellings, particularly the family-size home.		
		Further, members note the loss of permeable drainage and would ask that mitigating measures are considered to help decrease the possibility of surface water flooding in this area, in accordance with policy EH7 of the West Oxfordshire Local Plan 2031.		

645- 13	WTC/222/21	Plot Ref :-21/03880/HHD	Type :-	HOUSEHOLDE
	Applicant Name :- .		Date Received :-	06/12/2021
	Location :- 81 NEWLAND MILL NEWLAND MILL		Date Returned :-	15/12/2021
	Proposal :	Single storey rear extension.		
	Observations :	Witney Town Council has no objections regarding this application.		

645- 14 WTC/223/21 Plot Ref :-21/03571/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 06/12/2021
Location :- 11 OAKDALE LANE Date Returned :- 15/12/2021
OAKDALE LANE
Proposal : Construction of tiled outdoor hot tub with retaining walls (retrospective).
Observations : Witney Town Council has no objections regarding this application.

645- 15 WTC/224/21 Plot Ref :-21/03901/HHD Type :- HOUSEHOLDE
Applicant Name :- . Date Received :- 06/12/2021
Location :- 5 SCHOFIELD AVENUE Date Returned :- 15/12/2021
SCHOFIELD AVENUE
Proposal : Single storey rear extension.
Observations : Witney Town Council has no objections regarding this application.

The Meeting closed at : 7:55pm

Signed : _____ Chairman Date: _____

On behalf of :- Witney Town Council