

Public Document Pack

Policy, Governance & Finance

Committee Meeting of Witney Town Council



Monday, 24th July, 2023 at 6.00 pm

To members of the Policy, Governance & Finance Committee - J Aitman, R Crouch, O Collins, R Smith, A Bailey, L Cherry, J Doughty, D Newcombe, G Meadows, G Doughty and D Enright (and all other Town Councillors for information).

You are hereby summonsed to the above meeting to be held in the **Gallery Room, 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.

Any member of the public wishing to attend the meeting and speak on a particular item should contact the Committee Clerk (derek.mackenzie@witney-tc.gov.uk) in advance.

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 Deputy Town Clerk or Committee Clerk 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 Committee Clerk derek.mackenzie@witney-tc.gov.uk **prior to the meeting**, stating the reason for absence.

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

2. Declarations of Interest

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

3. Minutes (Pages 5 - 12)

- a) To adopt and sign as a correct record the minutes of the Policy, Governance and Finance Committee meeting held on 19 June 2023 (enclosed)
- b) Matters arising from the minutes not covered elsewhere on the agenda (Questions on the progress of any item).

4. **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.

Policy

5. **Inclusivity & Diversity Panel** (Pages 13 - 14)

To receive the report of the Deputy Town Clerk.

6. **Witney High Street - Feedback & Consultation** (Pages 15 - 16)

To receive the report of the Deputy Town Clerk.

Governance

7. **Payment of Accounts** (Pages 17 - 52)

To receive and consider the schedule of accounts paid and bank reconciliations from the Responsible Financial Officer (RFO).

Finance

8. **Finance Report** (Pages 53 - 84)

To receive the joint report of the Responsible Financial Officer (RFO).

9. **Financial Matters referred from Spending Committees** (Pages 85 - 86)

To receive the report of the Deputy Town Clerk.

10. **Grants & Subsidised Lettings** (Pages 87 - 108)

To receive the report of the Deputy Town Clerk.

11. **Exclusion of Press and Public**

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

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

12. **Youth Services** (Pages 109 - 114)

To receive the confidential report of the Deputy Town Clerk.

13. **Property & Legal Matters**

To receive and a confidential verbal update by the Town Clerk/C.E.O if appropriate.

14. **Major Strategic Projects**

To receive a confidential verbal update by the Town Clerk/C.E.O if appropriate.

a) **Leys Skate Park Tender**

To receive a confidential verbal update from officers regarding the awarding of the tender to refurbish the Leys Skate Park.

b) **Leys Recreation Ground Masterplan and Improvements** (Pages 115 - 120)

To receive the confidential report of the Responsible Financial Officer (RFO).



Town Clerk

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**POLICY, GOVERNANCE & FINANCE COMMITTEE MEETING OF THE
WITNEY TOWN COUNCIL**

Held on Monday, 19 June 2023

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

Present:

Councillor J Aitman (Chair)

Councillors:	O Collins R Smith A Bailey L Cherry	R Crouch J Doughty D Newcombe
Officers:	Sharon Groth Adam Clapton Nigel Warner	Town Clerk Deputy Town Clerk Responsible Financial Officer
Others:	None.	

F321 APOLOGIES FOR ABSENCE

All Members were in attendance at the meeting.

F322 DECLARATIONS OF INTEREST

There were no declarations of interest from members or officers.

F323 ELECTION OF VICE CHAIR

The Chair called for nominations for the position of Vice-Chair of the Committee.

It was proposed and seconded that Councillor R Crouch be elected. There being no other nominations it was:

Resolved:

That, Councillor R Crouch be elected Vice-Chair of the Committee for the 2023/2024 municipal year.

F324 MINUTES

The minutes of the Policy, Governance & Finance Committee meeting held on 27 March 2023 were received.

Resolved:

That, the minutes of the Policy, Governance & Finance Committee meeting held on 27 March 2023 be approved as a correct record of the meeting and be signed by the Chair.

F325 PUBLIC PARTICIPATION

There was no public participation.

F326 COMMITTEE TERMS OF REFERENCE

The Committee received and considered the report of the Deputy Town Clerk along with the Committee's current terms of reference.

There were no changes suggested to the current terms.

Resolved:

1. That, the report be noted and,
2. That, the Committee terms of reference as presented be agreed.

F327 COMMITTEE OBJECTIVES AND WORK PROGRAMME FOR THE MUNICIPAL YEAR

The Committee received and considered a verbal update from the Town Clerk/C.E.O. concerning its objectives and work programme for the forthcoming year.

A copy of the Council's Parks & Open Spaces Strategy and a list of earmarked reserves (EMR's), set aside for specific projects were tabled. Following requests to each standing committee during this meeting cycle, this was an opportunity for Members to scrutinise any further objectives or projects for the whole Council which would help develop a four-year strategic plan.

There were questions from Members on EMR's for election expenses, the Corn Exchange lift replacement, community infrastructure, fixed assets and St Mary's Church wall repairs as well as the difference between the Council's capital finance reserve and its rolling capital funds, which were clarified by Officers.

The Committee was pleased to see so many projects underway including management of Windrush Place sports pitches/pavilion, responsibility for sports pitches at Madley Park, a new Pesticides Policy, an updated Safeguarding Policy, and refurbishment of West Witney Sports Clubhouse, but were also keen to see more reserves for the auspices of the Stronger Communities Committee to provide targeted spending for residents.

Resolved:

1. That, the report be noted and,
2. That, the current objective and work programme be agreed and,
3. That, the projects above be noted to help update the historic Parks & Open Spaces Strategy and a new four-year strategic plan.

F328 INTERNAL AUDIT REPORT 2022-23

The Committee received the final update report for 2022-23 from the Council's internal Auditor's, Auditing Solutions Ltd.

The RFO advised Members this was an important part of internal financial control at the Council. The Auditor's checked key areas of financial management and that processes were in place, being adhered to and ensured relevant documentation was in order, in line with legislation.

Members were pleased to note the Auditor's had found no areas of concern and thanked Officers for their diligence.

Resolved:

That, the final internal audit report for 2022-23 be noted.

F329 PAYMENT OF ACCOUNTS

The Committee received the report of the Responsible Financial Officer outlining payment schedules, bank statements and bank reconciliations which are brought to the Policy, Governance & Finance committee as part of the Council's due diligence.

The RFO explained that under the Council's financial regulations and standing orders, there were robust controls and measures which ensured transparency for Members and the public; these documents were provided in response to those controls.

A member raised a query on waste contracts to which the Town Clerk advised that the Council entered into the most competitive of those submitted.

Resolved:

Members noted the report, the bank reconciliations and agreed the following schedule of payments be approved:

Cheque Numbers	In the sum of:	Account
Cheque 101204-101209, DDs and Standing Orders March 2023	£1,091,128.43	General CB 1
Cheques 34002 - 34057, DDs, BACS and Standing Orders March 2023	£155,986.92	Imprest CB 2
Cheques 101210 – 101215, DDs and Standing Orders April 2023	£1,092,981.85	General CB 1
DDs, BACS and Standing Orders April 2023	£133,735.58	Imprest CB 2

F330 GRANTS & SUBSIDISED LETTINGS

The Committee received and considered the report of the Deputy Town Clerk regarding four requests for grant/subsidised letting assistance.

Members were generally supportive of grants which assisted asylum seekers but were conscious there were other groups offering activities and other grant pots available. A request from the bike project which would result in a working bike for those involved in the scheme was agreed but further information was required concerning the Time for Art application.

With regard to an application from Witney Ringing Society towards the maintenance of St Mary's bells, Member's debated the community benefit and the historic importance but noted the Council would be contributing financially heavily to the parish clock under its statutory obligations. There were potentially other funding streams open to the church and society in their endeavours for the bells.

Members noted the grants and subsidised lettings already awarded to Volunteer Link Up, Witney Forum and towards a NHS 75th Anniversary event and agreed to a further letting request from the Mayor to hold charity fundraising events in the Council's public halls.

Resolved:

1. That, the report be noted and,
2. That, a discretionary grant award for £500 towards St Mary's Church Civic Drinks reception to mark the 75th Anniversary of the NHS be noted and,
3. That, a discretionary grant of £800 be awarded to Windrush Bike Project and,
4. That, further information is required from Time for Art before a decision on the application can be made and,
5. That, a request from Witney Ringing Society be declined per the above conversation, but further funding avenue streams be offered and,
6. That, subsidised letting awards of £147 for Volunteer Link Up and £42.35 for Witney Forum are noted and,
7. That, subsidised letting to the value of £294 be awarded to the Mayor of Witney for charity fundraising in 2023-24 and,
8. That, these grants be awarded under the General Power of Competence and that the recipients be asked to acknowledge the Council's financial contribution in their promotional literature and during the event and,
9. That, a further breakdown of spending costs is requested from APCAM relating to their Youth Services Grant Award for 2022-23 and,
10. That, an upper limit of £10,000 from the Youth Services budget 2023-24 be earmarked towards a gap in detached youth work for the summer holiday period, the exact amount being delegated to town council representatives at a meeting with stakeholders in the coming weeks.

F331 FINANCIAL REPORT & ASSOCIATED MATTERS

The Committee received and considered the report of the Responsible Financial Officer (RFO) which contained detailed income and expenditure statements for the whole of the Council's approved budgets and management accounts for the period 1 April 2022 – 31 March 2023, along with an update on the Council's investments.

Also covered were the financial implications from the spending Committees and a proposed charge for engraved pebbles at the Children's Windrush Cemetery Memorial Garden.

Members were pleased the Council's accounts were very healthy; they were supportive of funding an Oxford Playhouse event at the Leys from the subsidised letting budget and in inviting

providing funds for 'Nature NOW' from the Youth Services Grant, subject to an application for £2,400 being received.

Resolved:

1. That, the report be noted and the management accounts for the Council for the period 1 April 2022 – 31 March 2023 be approved and,
2. That, the Council's investments as detailed in the report be noted and,
3. That, the recommendations of the spending committees as detailed in the report be agreed including funds towards an Oxford Playhouse event and funds towards NOW and,
4. That, the proposed charges for children's memorial garden stone engraving be agreed.

F332 EXCLUSION OF PRESS AND PUBLIC

Resolved:

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

F333 ADDITIONAL GROUNDS MAINTENANCE REQUESTS

The Committee received the report of the Deputy Town Clerk concerning additional grounds maintenance requests.

There was agreement the issue of amenity land ownership in Witney was complex and residents were often left frustrated by lack of action when maintenance was requested. A wider project of dealing with the issue was certainly an aspiration of this Council within its term of office, so a decision at this point would be a starting point, but not solve the problem quickly.

The Chair advised the District Council was also beginning to audit its estate and grounds maintenance so discussions at an early stage would be beneficial in resolving some of the simpler issues.

There were concerns regarding the cost of taking on additional pieces of land but officers confirmed costs would be sought before any agreement was made.

Resolved:

1. That, the confidential report be noted and,
2. That, subject to cost, the Town Council will maintain any unregistered parcels of land with the Land Registry which have fallen into disrepair and are reported to the Council, providing they are small enough and in the vicinity of other maintained land and,
3. That, subject to cost, the Town Council seeks to register these parcels of land subject to legal and insurance advice and,
4. That, subject to cost and negotiation, the Council will contact former developers, where land is registered to them historically to see whether the Town Council can adopt the land, as they are reported and,

5. That, the Town Council takes a pro-active approach in contacting other authorities on behalf of residents where maintenance is required on their land and,
6. That, Officers engage with the District Council regarding problematic and obvious grounds maintenance areas maintained by the two authorities.

Cllr O Collins left the meeting at 19.50pm

F334 STAFFING MATTERS

The Committee received the minutes of the Personnel Sub Committee meeting held on 17 April 2023 and a verbal update from the meeting held earlier in the evening.

Resolved:

That, the confidential minutes of the Personnel Sub-Committee meeting held on 17 April 2023 and the verbal update from the meeting held earlier on 19 June be noted, and the recommendations contained therein approved.

F335 PROPERTY & LEGAL MATTERS

The Committee received a confidential verbal update from the Town Clerk concerning property and legal matters.

Members were advised that the Council's Property Agents were dealing with negotiations at The Leys, West Witney Tennis Courts, and West Witney Sports & Social Club. Discussions were also due to be held with Madley Park Hall Trust regarding a new lease and the future of the facility.

In addition, the Council was still in negotiations with West Oxfordshire District Council for play areas at Madley Park, Raleigh Crescent, Waterford Lane and Unterhaching Park. They were at varying stages of completion and work was required in some areas before the transfer could take place, as was discussion on the Madley Park playing fields.

Resolved:

That, the confidential update be noted.

F336 MAJOR STRATEGIC PROJECTS

The Committee received a confidential verbal update on major and strategic projects being undertaken by the Council.

Members were advised a tender for the refurbishment of the Leys Skate Park had been published in the previous week, after officers had worked closely with Courtside Hubs CIC to meet the Leys Masterplan timelines. Additional funds had been provided by Courtside CIC and several grants had been applied for to offer the best possible outcome for users.

The Town Clerk also advised that the Community Ownership Fund had recently amended its criteria so town and parish councils could apply for grants for dilapidated buildings, or where a service was coming to an end/no longer available. The next deadline for applications was 12th July so Members were asked if there were any projects they would like to pursue with this in mind.

Resolved:

That, the confidential update be noted.

The meeting closed at: 8.00 pm

Chair

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POLICY, GOVERNANCE & FINANCE COMMITTEE

Date: Monday, 24 July 2023

Title: Inclusivity & Diversity Panel

Contact Officer: Deputy Town Clerk

Background

At the meeting of the Stronger Communities Committee meeting held on 12 June, it was agreed consideration should be given to support inclusivity, diversity and wellbeing by reintroducing a consultancy Committee which continually feeds into all Town Council work.

Current Situation

A suggestion has been made on how this work as follows:

Purpose: The purpose of the Committee/Panel is to raise issues people are experiencing.

The Town Council can look at forthcoming agendas for potential issues and ask about recent things it has done – how are they going for people?

Platform: Virtual Meeting

Frequency: Each Committee cycle, either ahead of Stronger Communities or Full Council

Membership: Representatives of local advocacy groups for - disability, LGBTQ, ethnicities, learning difficulties, older people, other under-represented groups and who those who may experience life in Witney differently.

Groups could be invited to nominate a representative by the town council or offer an expression of interest on being involved.

Environmental impact

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

Risk

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

The Council must act proactively to ensure all voices in the community are acknowledged and listened to.

Financial implications

Described here or as stated in the report above.

- There is no known cost implication to this project. The meeting will not form part of the Council's Committee structure and will not incur staff administration costs.

Recommendations

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

1. Whether to agree the structure of the above consultancy committee as presented.

POLICY, GOVERNANCE & FINANCE COMMITTEE

Date: Monday, 24 July 2023

Title: Witney High Street Feedback & Consultation

Contact Officer: Deputy Town Clerk

Background

At the meeting of the Stronger Communities Committee on 17 July, it was resolved that a decision on how to work collaboratively with Oxfordshire County Council to achieve the best possible feedback on this project for residents should be deferred until after further information was received.

Current Situation

By the time of the meeting, Members should be in receipt of the County Council's plans for engagement and consultation from September onwards.

The Committee should decide on what format any town council engagement should take during the summer holidays. Current availability in the Main Hall at the Corn Exchange is as follows:

- Evenings of Fridays 11th, 18th and 25th
- Saturday 12th from 5.30pm
- All Sunday's during the day (caretaking and bar staff would need to be arranged as the Corn Exchange is usually closed on Sundays unless there's something on).

At the Stronger Communities Committee meeting there was preference for holding this as a drop-in style event on Friday 11th August. The Hall is available as required during the afternoon and evening.

Environmental impact

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

Risk

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

This scheme will be one of the key projects occurring during the term of this Council administration. It will affect businesses, residents and visitors and the town council should consider how it can help stakeholders and the County Council in achieving the best outcome for all.

Financial implications

- There may be a small cost implication which will be dependent on the format and number of feedback sessions the town council wishes to hold.

Recommendations

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

1. How to engage with residents and businesses and work collaboratively with Oxfordshire County Council on this project.

POLICY, GOVERNANCE & FINANCE COMMITTEE

Date: Monday 24 July 2023

Title: Payment of Accounts

Contact Officer: Responsible Financial Officer – Nigel Warner

Background

Members should note from previous reports that the Council currently banks with Barclays Bank and runs three active accounts – the General Account, the Imprest Account and the Business Premium Account.

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

Current Situation

1. Bank Reconciliation and Bank Statements.

Attached are bank reconciliations and associated bank statements for May and June 2023.

2. Payment of Accounts

Attached are the payment schedules for May and June 2023.

Recommendations

Members are invited to note the report and bank reconciliations and that the following schedule of payments be approved:

Cheque Numbers	In the sum of:	Account
Cheque 101216-101218, DDs and Standing Orders May 2023	£28,862.78	General CB 1
Cheques 34058 -34159, DDs, BACS and Standing Orders May 2023	£219,137.98	Imprest CB 2
Cheques 101219 – 101221, DDs and Standing Orders June 2023	£63,977.27	General CB 1
Cheques 34171-34204, DDs, BACS and Standing Orders June 2023	£142,716.12	Imprest CB 2

Report ends.

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WITNEY TOWN COUNCIL
BARCLAYS GENERAL A/C
List of Payments made between 01/05/2023 and 31/05/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/05/23	Wodc Ctax Ndr - 30421105	Std Ord	£79.00		WODC - Rates Burwell Hall
01/05/23	Wodc Ctax Ndr - 30623704	Std Ord	£379.00		WODC - Rates Tower Hill
01/05/23	Wodc Ctax Ndr - 30685600	Std Ord	£117.00		WODC - Rates Corn Exchange
01/05/23	Wodc Ctax Ndr - 30903104	Std Ord	£838.00		WODC - Rates Town Hall
01/05/23	Wodc Ctax Ndr - 90024629	Std Ord	£798.00		WODC - Rates Windrush Cemetery
01/05/23	Wodc Ctax Ndr - 90170575	Std Ord	£1,023.00		WODC Rates - 51 Market Square
02/05/23	Fuel Card Services Ltd	DD1	£49.61		16893/OY62 UXC 17/04
03/05/23	Restore Datashred	DD2	£153.77		16905/confidential waste
03/05/23	Amenity Horticultural Services	101216	£7,981.15		16516/horticultural supplies
03/05/23	Chew Valley Trees Ltd	101217	£6,293.71		16704/purchase of trees
03/05/23	NBC Environment Ltd	101218	£9,333.12		16705/replace avi shock system
09/05/23	Fuel Card Services Ltd	DD3	£33.76		16892/OY10 WBF 27/04
09/05/23	Castle Water Ltd - Tower Hill	DD4	£171.19		16854/Mar - Aug 23
10/05/23	Peninsula	DD5	£688.88		17216/employment services
11/05/23	Barclaycard Charges April 2023	DD	£79.63		Barclaycard Charges April 2023
11/05/23	Barclaycard Charges April 2023	DD	£70.06		Barclaycard Charges April 2023
11/05/23	Pitney Bowes	DD	£50.00		Pitney Bowes -Postage Top Up
15/05/23	Fuel Card Services Ltd	DD6	£63.23		17179/OV09GNF 03.05.23
16/05/23	Castle Water Ltd - Burwell Hall	DD7	£161.04		17163/01-03-23 - 31-08-23
16/05/23	Sage UK	DD8	£196.80		17256/sage payroll & HR
19/05/23	Pitney Bowes	DD	£50.00		Pitney Bowes -Postage Top Up
22/05/23	Fuel Card Services Ltd	DD9	£127.25		17180/BT14UJP & OY62UXC
30/05/23	Fuel Card Services Ltd	DD10	£47.72		17181/fuel for equipment
31/05/23	Restore Datashred	DD11	£77.86		16906/confidential waste
Total Payments			£28,862.78		

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Bank Reconciliation Statement as at 31/05/2023
for Cashbook 1 - BARCLAYS GENERAL A/C

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS GENERAL A/C	31/05/2023	1	1,151,874.11
			<u>1,151,874.11</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,151,874.11
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,151,874.11
		Balance per Cash Book is :-	1,151,874.11
		Difference is :-	0.00

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WITNEY TOWN COUNCIL
TOWN HALL
WITNEY
OXFORDSHIRE
OX28 6AG

Your Business Current Account

At a glance

31 May - 06 Jun 2023

Date	Description	Money out £	Money in £	Balance £
31 May	Start Balance			1,150,313.20
	DD Direct Debit to Restore Datashred Ref: 4788117	77.86		1,150,235.34
	Giro Direct Credit From BCard1577926260523		30.00	1,150,265.34
	Giro Direct Credit From P A Turney Limited Ref: No Ref		300.00	1,150,565.34
	Giro Direct Credit From Adyen N.V. Ref: 2710055071811105 E		1,308.77	1,151,874.11
1 Jun	DD Direct Debit to Wod Ndr DD Ref: 03 90170575	1,023.00		1,150,851.11
	DD Direct Debit to Wod Ndr DD Ref: 30421105	79.00		1,150,772.11
	DD Direct Debit to Wod Ndr DD Ref: 30623704	379.00		1,150,393.11
	DD Direct Debit to Wod Ndr DD Ref: 30685600	117.00		1,150,276.11
	DD Direct Debit to Wod Ndr DD Ref: 30903104	838.00		1,149,438.11
	DD Direct Debit to Pitney Bowes Ref: 6335052400185413	50.00		1,149,388.11
	DD Direct Debit to Wod Ndr DD Ref: 90024629	798.00		1,148,590.11
	Giro Direct Credit From Oxf CC Cr Ref: B5004		78.50	1,148,668.61
	Giro Direct Credit From The Little L Ref: Inv B5013		147.00	1,148,815.61
	Giro Direct Credit From The Arts Society W Ref: B5027		147.00	1,148,962.61

Start balance £1,150,313.20

Money out £3,410.26

▶ Commission charges £0.00

▶ Interest paid £0.00

Money in £10,192.62

End balance £1,157,095.56

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

Continued

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WITNEY TOWN COUNCIL
BARCLAYS IMPREST A/C
List of Payments made between 01/05/2023 and 31/05/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>
02/05/23	Biffa Waste Services Limited	DD1	£285.44	
03/05/23	5A's Tool & Plant Hire	34058	£342.00	
03/05/23	Agrovista UK Ltd	34059	£365.52	
03/05/23	BASICS	34060	£116.95	
03/05/23	DCK Accounting Solutions Ltd	34061	£513.06	
03/05/23	Bidwells	34062	£2,400.00	
03/05/23	Blueprint Imaging Limited	34063	£45.60	
03/05/23	Castle Water Ltd - Town Hall O	34064	£160.51	
03/05/23	Executive Safety Solutions Ltd	34065	£420.48	
03/05/23	[Personal details redacted]	34066	£150.00	
03/05/23	Filcris Limited	34067	£119.15	
03/05/23	Glasdon UK Ltd	34068	£4,012.85	
03/05/23	Green-Tech Limited	34069	£3,093.07	
03/05/23	Healthmatic Limited	34070	£2,739.60	
03/05/23	The Keyholding Company	34071	£37.80	
03/05/23	KJ's Motor Car Engineers Ltd	34072	£753.88	
03/05/23	Lyd's Bakes and Cakes	34073	£910.00	
03/05/23	M & M Skip Hire Limited	34074	£756.00	
03/05/23	Multiplant Ltd	34075	£559.50	
03/05/23	Newsquest Media Group	34076	£122.64	
03/05/23	Newslink Witney Ltd	34077	£471.65	
03/05/23	Matthew Batten	34078	£249.95	
03/05/23	Parchments Print of Oxford	34079	£298.90	
03/05/23	POST OFFICE LTD	34080	£290.00	
03/05/23	PPL PRS Ltd	34081	£320.88	
03/05/23	Print Ready Ltd	34082	£86.00	
03/05/23	Cotswold Security Systems Ltd	34083	£2,337.60	
03/05/23	Seldram Supplies Oxford Ltd	34084	£505.61	
03/05/23	Brady Corporation Ltd	34085	£211.01	
03/05/23	Southern Electric	34086	£353.07	
03/05/23	Spaldings Limited	34087	£1,090.39	
03/05/23	Springboard Supplies Limited	34088	£124.04	
03/05/23	STRI LTD	34089	£1,224.00	
03/05/23	Thames Valley Water Services L	34090	£390.00	
03/05/23	Thames Valley Lock & Safe	34091	£96.00	
03/05/23	A.K. Timms and Sons Limited	34092	£573.99	
03/05/23	Tudor Environmental	34093	£855.96	
03/05/23	Ue Coffee Roasters Ltd	34094	£1,569.90	
03/05/23	Viking Payments	34095	£600.62	
03/05/23	AMAZON	34095	£0.00	
03/05/23	Amazon Payments UK Ltd	34096	£932.03	
03/05/23	POST OFFICE LTD	34080Canc	-£290.00	
04/05/23	POST OFFICE LTD	34097	£176.00	
04/05/23	Bacs Payments	BACS	£18,562.76	
10/05/23	[Personal details redacted]	34098	£100.00	
10/05/23	[Personal details redacted]	34099	£150.00	
10/05/23	[Personal details redacted]	34100	£90.00	
10/05/23	Thames & Chilterns in Bloom As	34101	£50.00	
10/05/23	Copy Right Systems Ltd	34102	£329.68	
10/05/23	GWP Medical Services Ltd	34103	£552.00	
10/05/23	[Personal details redacted]	34104	£100.00	
10/05/23	[Personal details redacted]	34105	£100.00	
10/05/23	[Personal details redacted]	34106	£193.00	
10/05/23	CASH	34107	£454.72	
10/05/23	Rotary Club of Witney	34108	£310.00	
10/05/23	[Personal details redacted]	34109	£406.00	

12/05/23	[Personal details redacted]	34110	£100.00
12/05/23	Clean Slate	34111	£500.00
12/05/23	Oxfordshire Play Association	34112	£1,000.00
12/05/23	W.M. Refrigeration Ltd	34113	£2,172.60
12/05/23	West Oxfordshire District Coun	34114	£66.00
15/05/23	BNP Paribas Leasing Solutions	Std Ord	£556.58
15/05/23	BOOKER LIMITED	DD2	£560.99
15/05/23	Green Energy (UK) Plc	DD3	£8,070.70
16/05/23	Bacs Payments	BACS	£61,215.86
18/05/23	5A's Tool & Plant Hire	34115	£356.40
18/05/23	Amazon Payments UK Ltd	34116	£487.66
18/05/23	Flexiform Business Furniture L	34117	£2,309.00
18/05/23	Azura Limited	34118	£216.00
18/05/23	BASICS	34119	£129.98
18/05/23	DCK Accounting Solutions Ltd	34120	£1,128.72
18/05/23	Blueprint Imaging Limited	34121	£416.40
18/05/23	Cotteswold Dairy Ltd (Cheltenh	34122	£503.84
18/05/23	Dab Lift & Electrical Services	34123	£276.00
18/05/23	Filmbankmedia	34124	£313.20
18/05/23	GH Outsourcing Solutions Ltd	34125	£1,428.00
18/05/23	Glasdon UK Ltd	34126	£891.72
18/05/23	GS Window Cleaning	34127	£136.00
18/05/23	Hook Norton Brewery Co Ltd	34128	£236.50
18/05/23	Lyd's Bakes and Cakes	34129	£645.00
18/05/23	M & M Skip Hire Limited	34130	£810.00
18/05/23	Newslink Witney Ltd	34131	£58.80
18/05/23	Fenland Leisure Products Ltd	34132	£2,810.40
18/05/23	Print Ready Ltd	34133	£63.60
18/05/23	Rialtas Business Solutions Ltd	34134	£922.19
18/05/23	RJS Waste Management UK Ltd	34135	£4,410.00
18/05/23	Royal Mail Group Ltd	34136	£100.62
18/05/23	Seldram Supplies Oxford Ltd	34137	£738.83
18/05/23	Simply Foods 2 Go	34138	£590.00
18/05/23	Start Traffic Ltd	34139	£1,229.67
18/05/23	Ue Coffee Roasters Ltd	34140	£842.20
18/05/23	Viking Payments	34141	£83.12
21/05/23	BNP Paribas Leasing Solutions	Std Ord	£360.70
22/05/23	Southern Electric	DD4	£25.76
24/05/23	STL Communications Limited	DD5	£1,719.14
25/05/23	Epos Now Ltd	DD6	£16.80
25/05/23	Epos Now Ltd	DD7	£52.80
25/05/23	Bacs Payments	BACS	£55,614.49
30/05/23	Time Vendor	Std Ord	£155.72
30/05/23	Biffa Waste Services Limited	DD8	£232.48
31/05/23	Amazon Payments UK Ltd	34142	£245.80
31/05/23	Amethyst Horticulture Ltd	34143	£1,364.52
31/05/23	Bidwells	34144	£264.00
31/05/23	George Browns Ltd	34145	£695.72
31/05/23	Cartwright Sports Ltd	34146	£1,624.99
31/05/23	Copy Right Systems Ltd	34147	£168.35
31/05/23	DWP DM	34148	£84.11
31/05/23	[Personal details redacted]	34149	£45.00
31/05/23	Perry Hatwell's Funfairs	34150	£1,000.00
31/05/23	Laptops Direct	34151	£3,049.03
31/05/23	Multiplant Ltd	34152	£364.14
31/05/23	Pest Solutions Oxfordshire	34153	£547.20
31/05/23	[Personal details redacted]	34154	£182.00
31/05/23	Spaldings Limited	34155	£243.72
31/05/23	P.A. Turney Ltd	34156	£425.52
31/05/23	Ue Coffee Roasters Ltd	34157	£409.60
31/05/23	Witney Carnival	34158	£1,100.00
31/05/23	Witney Pride	34159	£1,000.00

Total Payments	£219,137.98
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Transaction Detail

16644/waste & recycling
16512/dumper hire
16648/grass seed & line paint
16614/cafe supplies
16535/accountancy visit 15.03.23
16649/consultancy Jan-Mar 23
16650/hot drink loyalty cards
16533/01-02-23 to 31-07-23
16538/annual service
16539/damage deposit refund
16540/mile markers & plates
16545/nine green dog bins
16560/lawn top dressing
16562/Leys toilets Apr-Jun
16647/depot callout 26.03.23
16692/service OV09 GNN
16621/cafe cakes & cookies
16566/skip exchange x 2
16567/dumper vehcile service
16569/annual town mtg notice
newspapers for 1861 café
16572/defib safe & bracket
16573/vehicle graphics
16702/OV09 GNN 23/24
16622/music licence 23/24
16683/posters & flyers
16544/Leys CCTV system
16584/refuse sacks
16585/health & safety supplies
16703/501903934 March
16593/Husqvarna blowers x2
16594/crowns, puppets, markers
16596/sports turf sub 23/24
16597/legionella risk assess
16684/call-out for barred door
16646/paint bowls green boards
16600/green mesh fencing
16605/cafe supplies
16696/various stationery items
VOID CHEQUE
16680/goods purchased
Vehicle tax
Vehicle tax
Bacs Payments
16809/damage deposit refund
16808/Burwell hire refunds
16810/Wedding Fayre refund
16814/entry fee for In Bloom
16652/printer copies
16820/medical services
16811/damage deposit refund
16812/damage deposit refund
16813/incorrect charges refund
16818/Petty cash a/c reimbursement
16819/Colour Run grant
16815/re-purchased grave space

16960/damage deposit refund
16956/discretionary grant
16958/play day grant 03/08
16934/repair and servicing
16955/planning enquiry
HP Grillo Mower
16845/coffee bar supplies
17194/1561422 April 23
Bacs Payments
16962/digger & breaker hire
16834/Windrush project frame
16840/ATV shed
16890/EICR inspection
16842/catering supplies
16860/accountancy visit 18/4 & 28/4
16849/posters and flyers
16859/milk deliveries for 1861 café
16891/annual lift maint 23/24
16863/Back to Future licence
16864/fire risk assessmnt, H&S
16865/two new dog bins
16866/window cleaning
16867/coffee bar supplies
16889/cakes & cookies for cafe
16896/skip exchange
16899/papers 23/04 - 29/04
16961/playground equipment
16903/event posters
16908/cemeteries software/support
16911/clean war memorial
16909/postage
16916/cleaning materials
16917/café supplies
16922/bollards & signs
16926/coffee bar supplies
16929/various stationery
Trimax Mower HP
17240/04.04.23 - 02.05.23
17265/telephone charges
17177/protect now care plan
17178/support license & pro
Bacs
Academy Leasing-Coffee Machine
17263/recycling April
17052/misc. council purchases
17049/bedding plants
17074/Surveying fees
17053/greenmec chipper service
17073/Cricket boundary ropes, trolley etc
17076/monthly printing
17075/direct earnings deduction
17080/concert compensation
17083/damage deposit refund
17078/tablets for councillors
17055/roll bar beacon
17059/pest control contract
17079/overpayment 22/3/22
17072/vehicle repairs; 1st aid
17051/plant & vehicle repairs
17081/cafe supplies
17082/annual grant PGF 30/01
17084/damage deposit refund

**Bank Reconciliation Statement as at 31/05/2023
for Cashbook 2 - BARCLAYS IMPREST A/C**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS IMPREST A/C	31/05/2023	1	1,000.00
			<u>1,000.00</u>

<u>Unpresented Cheques (Minus)</u>	<u>Amount</u>
14/10/2021 33287 COTTSWAY HOUSING ASSOCIATION	5.00
14/10/2021 33307 Seldram Supplies Oxford Ltd	160.72
14/01/2022 33419 SLCC Enterprises Ltd	210.00
29/04/2022 33526 Victoria Moore	30.00
16/06/2022 33592 CO-OP Funeral Service	25.00
25/10/2022 33804 Witney & District Swimming Clu	100.00
22/12/2022 33908 Seldram Supplies Oxford Ltd	15.96
19/01/2023 33932 SLCC Enterprises Ltd	1,350.00
03/02/2023 33952 DVLA, Swansea	25.00
10/03/2023 34019 Irrigation & Garden Services	180.00
03/05/2023 34065 Executive Safety Solutions Ltd	420.48
03/05/2023 34077 Newslink Witney Ltd	471.65
10/05/2023 34100 Naomi Bridges	90.00
12/05/2023 34114 West Oxfordshire District Coun	66.00
18/05/2023 34115 5A's Tool & Plant Hire	356.40
18/05/2023 34117 Flexiform Business Furniture L	2,309.00
18/05/2023 34118 Azura Limited	216.00
18/05/2023 34121 Blueprint Imaging Limited	416.40
18/05/2023 34127 GS Window Cleaning	136.00
18/05/2023 34128 Hook Norton Brewery Co Ltd	236.50
18/05/2023 34130 M & M Skip Hire Limited	810.00
18/05/2023 34131 Newslink Witney Ltd	58.80
18/05/2023 34134 Rialtas Business Solutions Ltd	922.19
18/05/2023 34135 RJS Waste Management UK Ltd	4,410.00
18/05/2023 34136 Royal Mail Group Ltd	100.62
18/05/2023 34137 Seldram Supplies Oxford Ltd	738.83
18/05/2023 34139 Start Traffic Ltd	1,229.67
31/05/2023 34142 Amazon Payments UK Ltd	245.80
31/05/2023 34143 Amethyst Horticulture Ltd	1,364.52
31/05/2023 34144 Bidwells	264.00
31/05/2023 34145 George Browns Ltd	695.72
31/05/2023 34146 Cartwright Sports Ltd	1,624.99
31/05/2023 34147 Copy Right Systems Ltd	168.35
31/05/2023 34148 DWP DM	84.11
31/05/2023 34149 Rebecca Ford	45.00
31/05/2023 34150 Perry Hatwell's Funfairs	1,000.00
31/05/2023 34151 Laptops Direct	3,049.03
31/05/2023 34152 Multiplant Ltd	364.14
31/05/2023 34153 Pest Solutions Oxfordshire	547.20
31/05/2023 34154 Camilla Lopez Rodriguez	182.00
31/05/2023 34155 Spaldings Limited	243.72
31/05/2023 34156 P.A. Turney Ltd	425.52

Bank Reconciliation Statement as at 31/05/2023
for Cashbook 2 - BARCLAYS IMPREST A/C

			<u>Amount</u>	<u>Balances</u>
31/05/2023	34157	Ue Coffee Roasters Ltd	409.60	
31/05/2023	34158	Witney Carnival	1,100.00	
31/05/2023	34159	Witney Pride	1,000.00	
				<u>27,903.92</u>
				-26,903.92
<u>Receipts not Banked/Cleared (Plus)</u>				
			0.00	
				<u>0.00</u>
				-26,903.92
Balance per Cash Book is :-				-26,903.92
Difference is :-				0.00

WITNEY TOWN COUNCIL
TOWN HALL
WITNEY
OXFORDSHIRE
OX28 6AG

Your Business Current Account

At a glance

31 May - 06 Jun 2023

Date	Description	Money out £	Money in £	Balance £
31 May	Start Balance			1,000.00
	Cheque Issued Ref: 034079	298.90		701.10
	Cheque Issued Ref: 034120	1,128.72		-427.62
	Cheque Issued Ref: 034122	503.84		-931.46
	Cheque Issued Ref: 034124	313.20		-1,244.66
	Cheque Issued Ref: 034125	1,428.00		-2,672.66
	Cheque Issued Ref: 034138	590.00		-3,262.66
	Cheque Issued Ref: 034141	83.12		-3,345.78
	Giro Transfer From Account 70974641		4,345.78	1,000.00
1 Jun	Cheque Issued Ref: 034065	420.48		579.52
	Cheque Issued Ref: 034121	416.40		163.12
	Cheque Issued Ref: 034136	100.62		62.50
	Cheque Issued Ref: 034139	1,229.67		-1,167.17
	Giro Transfer From Account 70974641		2,167.17	1,000.00
2 Jun	Cheque Issued Ref: 034114	66.00		934.00
	Cheque Issued Ref: 034127	136.00		798.00
	Cheque Issued Ref: 034128	236.50		561.50

Start balance	£1,000.00
Money out	£12,881.29
► Commission charges £0.00	
► Interest paid £0.00	
Money in	£12,881.29
End balance	£1,000.00

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

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Bank Reconciliation Statement as at 31/05/2023
for Cashbook 3 - BARCLAYS B P A

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS B P A	31/05/2023	1	1,578,420.47
			<u>1,578,420.47</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,578,420.47
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,578,420.47
		Balance per Cash Book is :-	1,578,420.47
		Difference is :-	0.00

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MG 027217 F1V1123A 709F304GF00135 39800 A 45362

WITNEY TOWN COUNCIL
TOWN HALL
WITNEY
OXFORDSHIRE
OX28 6AG


Your Business Premium Account

At a glance

31 May - 06 Jun 2023

Date	Description	Money out £	Money in £	Balance £
31 May	Start Balance			1,582,766.25
	Giro to 70974765 Automatic	4,345.78		1,578,420.47
1 Jun	Giro to 70974765 Automatic	2,167.17		1,576,253.30
2 Jun	Giro to 70974765 Automatic	438.50		1,575,814.80
5 Jun	Giro to 70974765 Automatic	321.65		1,575,493.15
	% Interest Earned Gross For The Period 6 Mar - 4 Jun		2,510.89	1,578,004.04
6 Jun	Giro to 70974765 Automatic	5,399.39		1,572,604.65
6 Jun	Balance carried forward			1,572,604.65
	Total Payments/Receipts	12,672.49	2,510.89	

Start balance	£1,582,766.25
Money out	£12,672.49
Money in	£2,510.89
► Gross interest earned	£2,510.89
End balance	£1,572,604.65

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

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

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WITNEY TOWN COUNCIL
BARCLAYS GENERAL A/C
List of Payments made between 01/06/2023 and 30/06/2023



<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/23	Pitney Bowes	DD	£50.00		Pitney Bowes -Postage Top Up
01/06/23	Wodc Ctax Ndr - 30421105	Std Ord	£79.00		WODC - Rates Burwell Hall
01/06/23	Wodc Ctax Ndr - 30623704	Std Ord	£379.00		WODC - Rates Tower Hill
01/06/23	Wodc Ctax Ndr - 30685600	Std Ord	£117.00		WODC - Rates Corn Exchange
01/06/23	Wodc Ctax Ndr - 30903104	Std Ord	£838.00		WODC - Rates Town Hall
01/06/23	Wodc Ctax Ndr - 90024629	Std Ord	£798.00		WODC - Rates Windrush Cemetery
01/06/23	Wodc Ctax Ndr - 90170575	Std Ord	£1,023.00		WODC Rates - 51 Market Square
05/06/23	Fuel Card Services Ltd	DD1	£48.40		17182/OU09GNN 25-05-23
07/06/23	Amenity Horticultural Services	101219	£40,154.63		17120/ grounds maintenance
07/06/23	Green-Tech Limited	101220	£6,417.00		17121/summer bedding
07/06/23	Rock-Venture Designs Ltd	101221	£8,280.00		17122/splashpark work 50%
08/06/23	Peninsula	DD3	£334.88		17455/employment services
12/06/23	Barclaycard Charges May2023	DD	£53.36		Barclaycard Charges May2023
12/06/23	Barclaycard Charges May2023	DD	£50.00		Barclaycard Charges May2023
12/06/23	Fuel Card Services Ltd	DD2	£192.06		17430/diesel & unleaded
16/06/23	Castle Water Ltd - Corn Exchan	DD4	£1,264.71		17421/01.04.23 - 30.09.23
16/06/23	Sage UK	DD5	£215.18		17458/payroll & HR
19/06/23	Fuel Card Services Ltd	DD6	£167.69		17431/diesel & unleaded
29/06/23	Witney Town Hall Charity	Std Ord	£3,437.50		Town Hall/ House rent
30/06/23	Restore Datashred	DD7	£77.86		17218/confidential waste
Total Payments			£63,977.27		

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Bank Reconciliation Statement as at 30/06/2023
for Cashbook 1 - BARCLAYS GENERAL A/C

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS GENERAL A/C	30/06/2023	1	1,130,669.52
			<u>1,130,669.52</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,130,669.52
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,130,669.52
		Balance per Cash Book is :-	1,130,669.52
		Difference is :-	0.00

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Date	Description	Money out £	Money in £	Balance £
	Balance brought forward from previous page			1,130,555.52
30 Jun	Giro Direct Credit From Eventbrite Operati Ref: 647024135607		114.00	1,130,669.52
3 Jul	DD Direct Debit to Fuel Card Services Ref: Shb303621	119.35		1,130,550.17
	DD Direct Debit to Wod Ndr DD Ref: 03 90170575	1,023.00		1,129,527.17
	DD Direct Debit to Wod Ndr DD Ref: 30421105	79.00		1,129,448.17
	DD Direct Debit to Wod Ndr DD Ref: 30623704	379.00		1,129,069.17
	DD Direct Debit to Wod Ndr DD Ref: 30685600	117.00		1,128,952.17
	DD Direct Debit to Wod Ndr DD Ref: 30903104	838.00		1,128,114.17
	DD Direct Debit to Wod Ndr DD Ref: 90024629	798.00		1,127,316.17
	STO Standing Order From Lily's Attic Ltd Ref:- Rent		✓ 1,662.50	1,128,978.67
	Giro Direct Credit From Witney Filling Ref: Witney F-Station		✓ 92.26	1,129,070.93
	Giro Direct Credit From The Arts Society W Ref: B5054		✓ 147.00	1,129,217.93
	Giro Direct Credit From C Codd Ref: B5052		✓ 212.00	1,129,429.93
	Giro Direct Credit From Adyen N.V. Ref: 2710081852059912 E		221.35	1,129,651.28
	 Deposit Re 45Witney 101379		796.30	1,130,447.58
4 Jul	DD Direct Debit to Pitney Bowes Ref: 6335052400185413	50.00		1,130,397.58
	Giro Direct Credit From Mynt Image Ref: B5045 Mynt Image		✓ 446.00	1,130,843.58
	Giro Direct Credit From Adyen N.V. Ref: 2710084447872518 E		1,545.61	1,132,389.19
	 Direct Credit From Laurel Lea S Ref: B5039Leaf		✓ 53.00	1,132,442.19
4 Jul	Balance carried forward			1,132,442.19
	Total Payments/Receipts	6,918.71	18,175.84	

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

Barclays Base Rate Information

Rate effective from 22 Jun 2023 was 5.000%

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WITNEY TOWN COUNCIL
BARCLAYS IMPREST A/C
List of Payments made between 01/06/2023 and 30/06/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/06/23	Watson Fuels	DD1	£1,198.50		17249/751 litres of diesel
13/06/23	BACS PAYMENTS	BACS	£55,798.71		BACS
15/06/23	BNP Paribas Leasing Solutions	Std Ord	£556.58		HP Grillo Mower
15/06/23	Green Energy (UK) Plc	DD2	£6,021.69		17445/1561422 May 23
19/06/23	Southern Electric	DD3	£26.57		17465/951808973 May 23
21/06/23	CASTLE 2417579	34171	£0.00		VOID CHEQUE
21/06/23	5A's Tool & Plant Hire	34160	£808.97		17143/tool & plant hire
21/06/23	Adboards Ltd	34161	£168.00		17144/lockable showboard
21/06/23	Agrovista UK Ltd	34162	£411.60		17259/liquid iron etc
21/06/23	Amazon Payments UK Ltd	34163	£721.02		17254/Council supplies
21/06/23	Azura Limited	34164	£1,639.66		17157/install EV charger
21/06/23	BASICS	34165	£170.90		17158/cafe supplies
21/06/23	DCK Accounting Solutions Ltd	34166	£866.52		17176/accountancy services
21/06/23	Brewers Decorator Centres	34167	£133.19		17261/decorating materials
21/06/23	BGC South Limited	34168	£480.00		17159/Bloom community garden vouche
21/06/23	George Browns Ltd	34169	£171.01		17185/vehicle repairs
21/06/23	C & C Tyre & Exhaust Services	34170	£24.00		17162/Kubota tyre repairs
21/06/23	Castle Water Ltd - Windrush Ce	34172	£62.62		17165/01-04-23 - 30-09-23
21/06/23	Castle Water Ltd - Town Hall O	34173	£51.72		17164/water charges
21/06/23	Cleansing Service Group Ltd	34174	£331.00		17168/sludge disposal
21/06/23	Copy Right Systems Ltd	34175	£217.31		17174/printer cost
21/06/23	Cotteswold Dairy Ltd (Cheltenh	34176	£239.28		17172/milk deliveries
21/06/23	Filmbankmedia	34177	£208.80		17269/pulp fiction licence
21/06/23	Henley Theatre Services Ltd	34178	£1,092.48		17195/theatre inspection works
21/06/23	[Personal details redacted]	34179	£100.00		17278/damage deposit refund
21/06/23	Hook Norton Brewery Co Ltd	34180	£283.58		17196/cafe supplies
21/06/23	Kerygma 180	34181	£100.00		17209/damage deposit refund
21/06/23	Kingfisher Direct Ltd	34182	£549.47		17198/1000ltr water tank
21/06/23	KJ's Motor Car Engineers Ltd	34183	£559.46		17199/OY62 UXC repairs
21/06/23	Lyd's Bakes and Cakes	34184	£975.00		17268/cafe cakes & cookies
21/06/23	M & M Skip Hire Limited	34185	£540.00		17208/skip exchange
21/06/23	Newslink Witney Ltd	34186	£86.20		17213/newspapers for cafe
21/06/23	Oliver Tabor	34187	£1,047.20		17214/west end magic 70%
21/06/23	Oxfordshire County Council	34188	£300.00		17215/new salt bin
21/06/23	CASH	34189	£449.71		17277/petty cash reimbursement
21/06/23	POST OFFICE LTD	34190	£320.00		17257/12 months tax EJ17 YNK
21/06/23	Print Ready Ltd	34191	£96.00		17217/five A1 posters
21/06/23	RJS Waste Management UK Ltd	34192	£2,508.00		17219/mixed waste disposal
21/06/23	Royal Mail Group Ltd	34193	£137.02		17222/response service licence
21/06/23	Cotswold Security Systems Ltd	34194	£171.60		17175/intruder alarm fault
21/06/23	Seldram Supplies Oxford Ltd	34195	£1,030.03		17235/Numatic vacuum cleaner
21/06/23	Simply Foods 2 Go	34196	£176.90		17236/cafe supplies
21/06/23	SLCC Enterprises Ltd	34197	£96.00		17238/cancelled SG event
21/06/23	Southern Electric	34198	£377.24		17242/03.05.23 - 01.06.23
21/06/23	Spaldings Limited	34199	£196.75		17244/brushcutter head
21/06/23	Start Traffic Ltd	34200	£405.56		17262/signs for lakeside allot
21/06/23	Witney Trophy Centre	34201	£54.60		17250/plaque for Town Hall
21/06/23	Tudor Environmental	34202	£97.37		17245/Stihl ear protectors
21/06/23	Ue Coffee Roasters Ltd	34203	£226.70		17248/cleaning powder
21/06/23	W Robinson Plants	34204	£3,585.60		17220/refill hanging baskets
21/06/23	BNP Paribas Leasing Solutions	Std Ord	£360.70		Trimax Mower HP
23/06/23	Bacs Payments	BACS	£54,699.45		Bacs Payments
26/06/23	Biffa Waste Services Limited	DD4	£277.70		17581/waste & recycling
26/06/23	STL Communications Limited	DD5	£1,181.95		Purchase Ledger Payment
27/06/23	Barclays Interest 6Mar-4Jun	DR	£3.86		Barclays Interest 6Mar-4Jun
27/06/23	Barclays Charges 6Mar-4Jun	DR	£97.02		Barclays Charges 6Mar-4Jun
27/06/23	Epos Now Ltd	DD6	£16.80		17543/protect now care plan
27/06/23	Epos Now Ltd	DD7	£52.80		17544/support license
30/06/23	Time Vendor	Std Ord	£155.72		Academy Leasing-Coffee Machine
Total Payments			£142,716.12		

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**Bank Reconciliation Statement as at 30/06/2023
for Cashbook 2 - BARCLAYS IMPREST A/C**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS IMPREST A/C	30/06/2023	1	1,000.00
			<u>1,000.00</u>

<u>Unpresented Cheques (Minus)</u>	<u>Amount</u>
14/10/2021 33287 COTTSWAY HOUSING ASSOCIATION	5.00
14/10/2021 33307 Seldram Supplies Oxford Ltd	160.72
14/01/2022 33419 SLCC Enterprises Ltd	210.00
29/04/2022 33526 Victoria Moore	30.00
16/06/2022 33592 CO-OP Funeral Service	25.00
25/10/2022 33804 Witney & District Swimming Clu	100.00
22/12/2022 33908 Seldram Supplies Oxford Ltd	15.96
19/01/2023 33932 SLCC Enterprises Ltd	1,350.00
10/03/2023 34019 Irrigation & Garden Services	180.00
18/05/2023 34135 RJS Waste Management UK Ltd	4,410.00
18/05/2023 34137 Seldram Supplies Oxford Ltd	738.83
31/05/2023 34151 Laptops Direct	3,049.03
21/06/2023 34160 5A's Tool & Plant Hire	808.97
21/06/2023 34161 Adboards Ltd	168.00
21/06/2023 34162 Agrovista UK Ltd	411.60
21/06/2023 34164 Azura Limited	1,639.66
21/06/2023 34165 BASICS	170.90
21/06/2023 34166 DCK Accounting Solutions Ltd	866.52
21/06/2023 34167 Brewers Decorator Centres	133.19
21/06/2023 34168 BGC South Limited	480.00
21/06/2023 34169 George Browns Ltd	171.01
21/06/2023 34170 C & C Tyre & Exhaust Services	24.00
21/06/2023 34174 Cleansing Service Group Ltd	331.00
21/06/2023 34176 Cotteswold Dairy Ltd (Cheltenham)	239.28
21/06/2023 34177 Filmbankmedia	208.80
21/06/2023 34178 Henley Theatre Services Ltd	1,092.48
21/06/2023 34179 Ms Lucy Hill	100.00
21/06/2023 34180 Hook Norton Brewery Co Ltd	283.58
21/06/2023 34181 Kerygma 180	100.00
21/06/2023 34182 Kingfisher Direct Ltd	549.47
21/06/2023 34183 KJ's Motor Car Engineers Ltd	559.46
21/06/2023 34184 Lyd's Bakes and Cakes	975.00
21/06/2023 34185 M & M Skip Hire Limited	540.00
21/06/2023 34187 Oliver Tabor	1,047.20
21/06/2023 34188 Oxfordshire County Council	300.00
21/06/2023 34193 Royal Mail Group Ltd	137.02
21/06/2023 34194 Cotswold Security Systems Ltd	171.60
21/06/2023 34195 Seldram Supplies Oxford Ltd	1,030.03
21/06/2023 34196 Simply Foods 2 Go	176.90
21/06/2023 34197 SLCC Enterprises Ltd	96.00
21/06/2023 34198 Southern Electric	377.24
21/06/2023 34199 Spaldings Limited	196.75

Bank Reconciliation Statement as at 30/06/2023
for Cashbook 2 - BARCLAYS IMPREST A/C

			<u>Amount</u>	<u>Balances</u>
21/06/2023	34200	Start Traffic Ltd	405.56	
21/06/2023	34203	Ue Coffee Roasters Ltd	226.70	
21/06/2023	34204	W Robinson Plants	3,585.60	
				<u>27,878.06</u>
				-26,878.06
<u>Receipts not Banked/Cleared (Plus)</u>				
			0.00	
				<u>0.00</u>
				-26,878.06
			Balance per Cash Book is :-	-26,878.06
			Difference is :-	0.00

WITNEY TOWN COUNCIL
TOWN HALL
WITNEY
OXFORDSHIRE
OX28 6AG

Your Business Current Account

At a glance

28 Jun - 04 Jul 2023

Date	Description	Money out £	Money in £	Balance £
28 Jun	Start Balance			1,000.00
30 Jun	Cheque Issued Ref: 034163	721.02		278.98
	Cheque Issued Ref: 034172	62.62		216.36
	Cheque Issued Ref: 034173	51.72		164.64
	Cheque Issued Ref: 034175	217.31		-52.67
	Cheque Issued Ref: 034190	320.00		-372.67
	Cheque Issued Ref: 034191	96.00		-468.67
	Cheque Issued Ref: 034192	2,508.00		-2,976.67
	Cheque Issued Ref: 034201	54.60		-3,031.27
	Cheque Issued Ref: 034202	97.37		-3,128.64
	Giro Transfer From Account 70974641		4,128.64	1,000.00
3 Jul	Cheque Issued Ref: 034151	✓ 3,049.03		-2,049.03
	Cheque Issued Ref: 034162	✓ 411.60		-2,460.63
	Cheque Issued Ref: 034174	✓ 331.00		-2,791.63
	Cheque Issued Ref: 034184	✓ 975.00		-3,766.63
	Cheque Issued Ref: 034188	✓ 300.00		-4,066.63
	Giro Transfer From Account 70974641		5,066.63 ✓	1,000.00

Start balance	£1,000.00
Money out	£11,863.54
► Commission charges £0.00	
► Interest paid £0.00	
Money in	£11,863.54
End balance	£1,000.00

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

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Bank Reconciliation Statement as at 30/06/2023
for Cashbook 3 - BARCLAYS B P A

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BARCLAYS B P A	30/06/2023	1	1,438,398.18
			<u>1,438,398.18</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,438,398.18
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,438,398.18
		Balance per Cash Book is :-	1,438,398.18
		Difference is :-	0.00

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WITNEY TOWN COUNCIL
TOWN HALL
WITNEY
OXFORDSHIRE
OX28 6AG


Your Business Premium Account

At a glance

28 Jun - 04 Jul 2023

Date	Description	Money out £	Money in £	Balance £
28 Jun	Start Balance			1,442,526.82
30 Jun	Giro to 70974765 Automatic	4,128.64		1,438,398.18
3 Jul	Giro to 70974765 Automatic	✓ 5,066.63		1,433,331.55
4 Jul	Giro to 70974765 Automatic	✓ 2,668.27		1,430,663.28
4 Jul	Balance carried forward			1,430,663.28
	Total Payments/Receipts	11,863.54	0.00	

Start balance	£1,442,526.82
Money out	£11,863.54
Money in	£0.00
▶ Gross interest earned	£0.00
End balance	£1,430,663.28

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

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

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POLICY, GOVERNANCE & FINANCE COMMITTEE

Date: Monday 24 July 2023

Title: Financial Report & Associated Matters

Contact Officer: Responsible Financial Officer (RFO)

Should Members have any queries about this report advance notice would be appreciated, in writing, on this occasion by midday on Monday 24 July, to allow for a response to be prepared for the meeting.

BACKGROUND

The purpose of this report is to provide information to Members on the financial position of the Council as part of its internal control system and to allow Members to exercise due diligence.

The report also considers recommendations from other standing committees which have financial implications.

The period to which this report relates is 1 April 2023 to 30 June 2023.

CURRENT SITUATION

The Council has appointed five standing committees which have delegated powers to make decisions, including financial decisions, regarding the services which are included within their terms of reference, subject to the committee having the necessary budget. The Council's coding system and management accounts reflect the committee structure.

The Committee's terms of reference details the various responsibilities of this Committee.

- The Committee has budgets which are its direct responsibility.
- The Committee also has the responsibility for oversight of the all the Council's resources, its terms of reference including: "b. To conduct effectively the Council's budgetary, financial and precepting responsibilities in accordance with statutory requirements, and to keep the smooth functioning of the Council's work under review" and "d. To consider the resources available to meet the Council's objectives in terms of land, property, finance and manpower and to advise other committees and the Council as required." Consequently the management accounts of other committees are also brought forward to the Policy, Finance and Governance Committee, in cost centre order.

Within each committee, there are individual **cost centres**, comprising three digits, typically representing a discrete service entity, to which income and expenditure is allocated against previously agreed revenue budgets.

The cost centres for which this committee has **direct responsibility** are:

Page of report	Cost centre (CC)	Service
15	401	Civic activities
17	407	Grants and donations
18	502	Town Hall Maintenance
18	503*	Agency services (to 30/09/22)
19	505	Precept
19	506	Interest received
19	601*	Works department (to 30/09/22)
20	602*	Central support
21	604*	Works depot and vehicles
22	605*	General maintenance (from 01/10/22)
22	606*	Grounds maintenance (from 01/10/22)
23	700	Strategic planning initiatives
23	701	Corporate management
23	702	Democratic representation and management

** Note on cost centres which are recharged. Costs in relation to the works team and the office are in the first instance consolidated in discrete costs centres and then recharged to the Council's services.*

With the cessation of the grounds maintenance contract on 30 September 2022 there were several changes to the cost centres (CC), and these are summarised below:

- CC 503, Agency services. The cost centre ceased on 30 September 2022, with recharges being made to that date. From 1 October 2022 these costs are accounted through CC 604, Works depot (includes most property, vehicles and equipment) and CC606 Grounds maintenance (mainly staffing costs).*
- CC 601, Works department – cost centre ceased 30 September 2022. These costs are now accounted through CC 604, Works depot (includes most property, vehicles and equipment) and CC605, General maintenance (mainly staffing costs).*
- CC 602, Central support. This cost centre remains in place.*

The Committee is also responsible for the Council's rolling capital accounts, pages 23 to 24, these being cost centres: CC 800 – Capital Projects and CC 900 – Asset management revenue accounts.

In relation to the Committee's **oversight responsibilities** these are in the detailed management accounts as follows:

Committee	Cost centres
Parks and Recreation	201, 202, 203, 204, 205, 207, 208, 209, 211, 212, 213, 214, 215
Stronger Communities	402, 408
Halls, Cemeteries and Allotments	102, 103, 104, 105, 106, 301, 302, 303, 305
Climate, Biodiversity and Planning	206, 403

A report is submitted to every ordinary meeting of the above standing committees and previous reports are available on the relevant committee section of the website.

CURRENT SITUATION: MANAGEMENT ACCOUNTS TO 30 JUNE 2023

The detailed management accounts are attached.

The overall summary for the whole Council is as follows:

	2022/23 Actual £	2023/24 Actual year to date £	2023/24 Budget £
Income	2,257,433	1,022,820	2,249,010
Less expenditure	(2,225,472)	(539,659)	2,341,138
Net annual surplus/ (deficit)	31,960	487,161	(92,128)

Reports to the different standing committees during the cycle have included a commentary of matters of note in the management accounts for the year to date.

Additional to those matters raised previously Members may wish to note the following:

- Page 1 – Bar/Café (cost centre 103). The bar income previously allocated to the Burwell Hall (cost centre 105, page 3) has been transferred to the Bar/ Café as that is where the expenditure is allocated. Note that the relevant budgets for the Burwell bar remain in cost centre 105 and need to be moved over. When this is done this will show overall bar/café sales for the first three months, £32,089 (excluding VAT) are favourable as they represent 36% of the whole year budget across cost centres 103 and 105, and compare with £21,988 for the same period last year (+45.9%).

- A number of apparent overspend against full year budgets will largely be met from brought forward underspends/commitments from 2022-23 and earmarked reserves. Those adjustments will be reflected in the management accounts during the next cycle but the material ones are:
 - Page 2 code 4036/104: spend £8,185 budget £4,000.
 - Page 8 code 4047/205; spend £642 budget £500.
 - Page 8 code 4036/206; spend £872 budget £500.
 - Page 11 code 4047/212; spend £1,546 budget £250.
 - Page 16 code 4166/402; spend £1,211 budget £1,000.
 - Page 17 code 4110/407; spend £3,167 budget £1,800. Subsidised lettings relating to the Witney Music Festival and Witney Pride, amounting to £2,884 and relating to the Leys are due to be reallocated to code 4110/202, where there is a budget of £10,000 available (page 6).
 - Page 17 code 4106/408; spend £1,000 budget £1,000. This relates to the OPA Play Day, the approved grant for which has been paid.
 - Page 20 code 4025/602; spend £18,925 budget £3,250. The amount showing against this code is the Council's insurance premium and engineering inspections for the year. Most of this will be apportioned to insurance in the relevant cost centres when the necessary information is received from the Council's insurers, Zurich Municipal. These other insurance codes (4025 and engineering/insurance inspections 4048) at present show no expenditure. The total of the insurance code estimates for 2023-24 is £16,970 so overall expenditure exceeds budget by £1,955. This is largely the result of increased sums insured, which have been subject to strong inflationary pressures.
 - Page 21 code 4017/604; spend £3,139 budget £2,000.
 - Page 21 code 4050/604; spend £5,594 budget £5,000. Higher than anticipated due to major vehicle repair costs and installation of EV charging point.
- There will always be an inevitable "lag" between expenditure being incurred and being shown in the accounts. Members may expect much higher expenditure to show when the next report comes to Committee in September 2023). In addition with the introduction of the computerised purchase order system later in the summer this will mean that committed expenditure will be shown on future reports, improving the timeliness of financial information. With various other accountancy and book-keeping tasks taken back inhouse and a review by officers, there will be other changes which Members will notice to the accounts in the next cycle of meetings.
- Expenditure is not necessarily incurred evenly over the course of the year. For example, most expenditure in relation to nominal ledger code 4025 (insurance) is incurred when the annual premium is paid.
- There are similar patterns on the income side such as football and cricket fees paid, which are seasonal. Pertinent to the Council's current financial position, the precept (code 1176/505) is paid in two instalments of £930,854 in April and October. As the precept represents 83% of budgeted income this means that 45.5% of the Council's budget income had already been received in the first three months of the financial year.

- From 1 October 2022 works recharges are across four nominal ledger codes:
 - a. Maintenance recharges are from cost centre 605, which is a cost centre under the responsibility of the Policy, Finance and Governance Committee. This includes the costs relating to the Town Council works team who were in post prior to the ground's maintenance contract being brought in-house on 1 October 2022. There are two recharge nominal ledger codes from this cost centre: 4896 – maintenance staff recharge and 4897 – maintenance overhead recharge, this being the non-staffing overhead/ running costs relating to the staff.
 - b. Grounds maintenance recharges are from cost centre 606, which is a cost centre under the responsibility of the Policy, Finance and Governance Committee. This includes the costs relating to the staff who were transferred to the Town Council from the previous ground's maintenance contractor on 1 October 2022. There are two recharge nominal ledger codes from this cost centre: 4894 – grounds maintenance staff recharge and 4895 – grounds maintenance overhead recharge, this being the non-staffing overhead/ running costs relating to the staff. As yet no recharges have been made during 2023-24 for cost centre 606 but this will be reflected in the report to the next meeting.

INVESTMENTS

The Council holds the following investments:

1. Public Sector Deposit Fund (CCLA Investment Management Ltd.) – Value of £1,074,824.58 as of 30 June 2023 (31/05/2023 - £1,070,600.88).
2. The Local Authorities' Property Fund (CCLA Fund Managers Ltd.) - £59,939.98 as of 31 March 2023 (mid-market value [net asset value]) (31/12/2022 - £61,121.02).

Please see attached to this report the Public Sector Deposit Fund factsheet, dated 30 June 2023, which Members may find of interest.

A further update will be given at the next meeting.

Members are requested to note this section of the report.

FURTHER MATTERS (ADDED BY THE DEPUTY TOWN CLERK)

Defibrillator – King George V Recreation Ground. Since agreement was made on installing a defibrillator at this location, further information on the project has been received concerning the electric installation required. A supply must be run and set into a separate post to hold the casing and it cannot be attached to a streetlamp as originally suggested.

One quote has so far been received for the work which totals £2,187.93 net. Officers would obtain further quotes in line with financial regulations but there are no other funds allocated towards this project. It could be funded from the Community Infrastructure earmarked reserve if Members are in agreement.

ENVIRONMENTAL IMPACT

A Climate Change Emergency was declared at the Council meeting on 26 June 2019; with this in mind Councillors should have due regard to the environmental impact of any decisions they make regarding 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.

All the Council's Committees receive financial reports to conduct its checks and balances and consideration is given to budgets and funding availability when agreeing expenditure.

FINANCIAL IMPLICATIONS

This report forms part of the Council's mechanisms for budgetary control, as it enables income and expenditure incurred to be reviewed and to be compared with the Council's budgets.

Any specific financial implications are detailed in the report.

RECOMMENDATIONS

Members are invited to note the report and approve the management accounts for the Council for the period 1 April to 30 June 2023 and,

To consider allocating funds from the Community Infrastructure earmarked reserve towards installing a defibrillator at King George V Recreation Ground up to the value of £2,200.

Detailed Income & Expenditure by Budget Heading 1 April to 30 June 2023

Month No: 3

Policy, Governance & Finance Committee, 24 July 2023

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
102 LANGDALE HALL								
1050 RENT RECEIVED	20,302	(5,076)	20,302	25,378			(25.0%)	
1052 EXPENSES RECOVERED	203	0	200	200			0.0%	
1060 INSURANCE RECOVERED	607	0	650	650			0.0%	
LANGDALE HALL :- Income	21,113	(5,076)	21,152	26,228			(24.0%)	0
4012 WATER RATES	(29)	0	0	0		0	0.0%	
4021 TELEPHONE/FAX	203	21	200	179		179	10.4%	
4025 INSURANCE	696	0	750	750		750	0.0%	
4036 PROPERTY MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
4038 OTHER MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
4048 ENG.INSPEC.(VATABLE)	325	0	450	450		450	0.0%	
4059 OTHER PROF FEES	450	0	1,000	1,000		1,000	0.0%	
4491 TFR TO EARMARKED RES	2,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(1,000)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	70	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	(7)	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	3,464	935	4,492	3,557		3,557	20.8%	
4893 C/S O'HEAD RCHG	1,133	551	1,294	743		743	42.5%	
4896 MTCE STAFF RECHARGE	198	0	1,057	1,057		1,057	0.0%	
4897 MTCE O'HEAD RECHARGE	30	0	103	103		103	0.0%	
4899 DEPOT REALLOCATION	0	0	110	110		110	0.0%	
5199 Depreciation Charge to Service	10,453	0	0	0		0	0.0%	
LANGDALE HALL :- Indirect Expenditure	17,986	1,506	11,456	9,950	0	9,950	13.1%	0
Net Income over Expenditure	3,126	(6,581)	9,696	16,277				
103 BAR/ CAFE								
1000 C/EX. 1863 BAR SALES - DRINK	24,555	9,986	22,500	12,514			44.4%	
1001 C/EX. 1863 SALES - FOOD	20,717	5,062	20,000	14,938			25.3%	
1002 C/EX. 1863 BAR HIRE CHARGE	1,208	308	750	442			41.1%	
1009 CORN EX.1863 CAFE- HOT DRINKS	53,858	14,713	39,000	24,287			37.7%	
1090 BURWELL HALL BAR - DRINKS	0	2,070	0	(2,070)			0.0%	
1091 BURWELL HALL BAR HIRE CHARGE	0	(50)	0	50			0.0%	
BAR/ CAFE :- Income	100,339	32,089	82,250	50,161			39.0%	0
3000 BAR PURCHASES - DRINK	16,373	6,348	11,500	5,152		5,152	55.2%	
3001 BAR PURCHASES - FOOD	19,111	3,690	10,000	6,310		6,310	36.9%	
3009 CAFE PURCHASES - HOT BEVERAGES	14,105	3,411	14,000	10,589		10,589	24.4%	
BAR/ CAFE :- Direct Expenditure	49,588	13,448	35,500	22,052	0	22,052	37.9%	0
4001 SALARIES	65,823	19,649	66,953	47,304		47,304	29.3%	

Continued over page

Detailed Income & Expenditure by Budget Heading 1 April to 30 June 2023

Month No: 3

Policy, Governance & Finance Committee, 24 July 2023

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4002 ER'S NIC	2,823	917	7,356	6,439		6,439	12.5%	
4003 ER'S SUPERANN	2,676	786	3,459	2,673		2,673	22.7%	
4007 PROTECTIVE CLOTHING	743	0	750	750		750	0.0%	
4016 CLEANING MATERIALS	15	15	300	286		286	4.8%	
4038 OTHER MAINTENANCE	220	0	750	750		750	0.0%	
4042 EQUIPMENT	6,432	1,154	5,000	3,846		3,846	23.1%	
4059 OTHER PROF FEES	600	150	700	550		550	21.4%	
4099 MISCELLANEOUS	982	231	1,000	769		769	23.1%	
4491 TFR TO EARMARKED RES	3,000	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	8,661	2,336	11,229	8,893		8,893	20.8%	
4893 C/S O'HEAD RCHG	2,833	1,376	3,235	1,859		1,859	42.5%	
BAR/ CAFE :- Indirect Expenditure	94,807	26,614	100,732	74,118	0	74,118	26.4%	0
Net Income over Expenditure	(44,056)	(7,973)	(53,982)	(46,009)				
104 CORN EXCHANGE								
1007 CORN EXCHNGE LETTING	40,490	11,173	38,500	27,327			29.0%	
1014 EVENTS INCOME	3,635	2,011	4,000	1,989			50.3%	
1015 TEA DANCE INCOME	1,083	673	1,500	827			44.8%	
1017 CORN EXCHANGE WEDDING LETTING	485	205	500	295			40.9%	
CORN EXCHANGE :- Income	45,693	14,061	44,500	30,439			31.6%	0
4001 SALARIES	44,686	12,546	61,962	49,416		49,416	20.2%	
4002 ER'S NIC	3,140	932	4,395	3,463		3,463	21.2%	
4003 ER'S SUPERANN	7,630	2,245	9,387	7,142		7,142	23.9%	
4007 PROTECTIVE CLOTHING	88	0	300	300		300	0.0%	
4008 TRAINING	440	477	1,000	523		523	47.7%	
4011 RATES	2,221	347	4,500	4,153		4,153	7.7%	
4012 WATER RATES	1,317	1,265	1,100	(165)		(165)	115.0%	
4014 ELECTRICITY	10,768	2,400	36,000	33,600		33,600	6.7%	
4015 GAS	6,761	1,390	26,250	24,860		24,860	5.3%	
4016 CLEANING MATERIALS	1,921	624	3,000	2,376		2,376	20.8%	
4017 CONTRACT CLEAN/WASTE	3,305	80	3,500	3,420		3,420	2.3%	
4018 PHOTOCOPIER COSTS	45	9	50	41		41	17.2%	
4021 TELEPHONE/FAX	944	179	900	721		721	19.9%	
4025 INSURANCE	795	0	850	850		850	0.0%	
4028 I.T.	1,181	212	1,400	1,188		1,188	15.2%	
4030 RECRUITMENT ADVT'G	0	0	1,000	1,000		1,000	0.0%	
4032 PUBLICITY	591	610	3,000	2,391		2,391	20.3%	
4036 PROPERTY MAINTENANCE	4,793	5,008	8,000	2,992		2,992	62.6%	
4038 OTHER MAINTENANCE	2,739	8,185	4,000	(4,185)		(4,185)	204.6%	

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4042 EQUIPMENT	1,138	829	2,000	1,171		1,171	41.4%	
4043 SMALL TOOLS & EQUIPT	91	7	150	143		143	4.6%	
4045 LICENCES	555	2,505	4,000	1,495		1,495	62.6%	
4048 ENG.INSPEC.(VATABLE)	318	0	350	350		350	0.0%	
4064 HEALTH & SAFETY	128	0	100	100		100	0.0%	
4141 EVENTS	3,855	1,974	10,000	8,026		8,026	19.7%	
4142 TEA DANCE COSTS	4,940	1,053	6,000	4,948		4,948	17.5%	
4491 TFR TO EARMARKED RES	16,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(15,950)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	3,396	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	947	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	17,322	4,673	22,459	17,786		17,786	20.8%	
4893 C/S O'HEAD RCHG	5,665	2,753	6,470	3,717		3,717	42.5%	
4896 MTCE STAFF RECHARGE	5,645	195	3,922	3,727		3,727	5.0%	
4897 MTCE O'HEAD RECHARGE	1,003	22	384	362		362	5.6%	
4899 DEPOT REALLOCATION	0	0	410	410		410	0.0%	
5198 Deferred Grants Released	(22,302)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	64,484	0	0	0		0	0.0%	
CORN EXCHANGE :- Indirect Expenditure	180,603	50,518	226,839	176,321	0	176,321	22.3%	0
Net Income over Expenditure	(134,910)	(36,456)	(182,339)	(145,883)				
105 BURWELL HALL								
1000 C/EX. 1863 BAR SALES - DRINK	5,714	0	6,000	6,000			0.0%	
1002 C/EX. 1863 BAR HIRE CHARGE	0	0	150	150			0.0%	
1005 BURWELL HALL LETTING	25,373	6,250	22,500	16,250			27.8%	
1014 EVENTS INCOME	0	17	0	(17)			0.0%	
BURWELL HALL :- Income	31,087	6,267	28,650	22,383			21.9%	0
4001 SALARIES	36,269	12,093	41,308	29,215		29,215	29.3%	
4002 ER'S NIC	2,526	809	2,930	2,121		2,121	27.6%	
4003 ER'S SUPERANN	5,972	1,648	6,258	4,610		4,610	26.3%	
4007 PROTECTIVE CLOTHING	0	7	300	293		293	2.2%	
4008 TRAINING	0	0	500	500		500	0.0%	
4011 RATES	1,497	233	3,000	2,767		2,767	7.8%	
4012 WATER RATES	204	161	1,200	1,039		1,039	13.4%	
4014 ELECTRICITY	2,339	509	11,920	11,411		11,411	4.3%	
4015 GAS	6,445	1,508	15,000	13,492		13,492	10.1%	
4016 CLEANING MATERIALS	1,802	557	2,000	1,443		1,443	27.9%	
4017 CONTRACT CLEAN/WASTE	807	66	2,200	2,134		2,134	3.0%	
4021 TELEPHONE/FAX	222	25	300	275		275	8.2%	

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4025 INSURANCE	516	0	550	550		550	0.0%	
4028 I.T.	601	114	1,000	886		886	11.4%	
4032 PUBLICITY	0	0	1,000	1,000		1,000	0.0%	
4036 PROPERTY MAINTENANCE	884	1,708	5,000	3,293		3,293	34.1%	
4038 OTHER MAINTENANCE	1,771	37	2,100	2,063		2,063	1.8%	
4042 EQUIPMENT	0	175	1,500	1,325		1,325	11.7%	
4045 LICENCES	61	447	750	303		303	59.7%	
4048 ENG.INSPEC.(VATABLE)	300	0	325	325		325	0.0%	
4059 OTHER PROF FEES	450	0	0	0		0	0.0%	
4491 TFR TO EARMARKED RES	5,500	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(3,650)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	778	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	(135)	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	3,464	935	4,492	3,557		3,557	20.8%	
4893 C/S O'HEAD RCHG	1,133	551	1,294	743		743	42.5%	
4896 MTCE STAFF RECHARGE	93	62	19,654	19,592		19,592	0.3%	
4897 MTCE O'HEAD RECHARGE	14	9	1,924	1,915		1,915	0.5%	
4899 DEPOT REALLOCATION	0	0	2,054	2,054		2,054	0.0%	
5199 Depreciation Charge to Service	3,779	0	0	0		0	0.0%	
BURWELL HALL :- Indirect Expenditure	73,642	21,653	128,559	106,906	0	106,906	16.8%	0
Net Income over Expenditure	(42,555)	(15,387)	(99,909)	(84,522)				
106 MADLEY PARK COMMUNITY CENTRE								
1060 INSURANCE RECOVERED	412	0	440	440			0.0%	
MADLEY PARK COMMUNITY CENTRE :- Income	412	0	440	440			0.0%	0
4025 INSURANCE	412	0	440	440		440	0.0%	
4048 ENG.INSPEC.(VATABLE)	0	0	700	700		700	0.0%	
4059 OTHER PROF FEES	0	0	1,500	1,500		1,500	0.0%	
4164 MADLEY PARK TRUST GRANT	5,000	0	0	0		0	0.0%	
4491 TFR TO EARMARKED RES	2,800	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(6,300)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	49	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	14	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	693	187	898	711		711	20.8%	
4893 C/S O'HEAD RCHG	227	110	259	149		149	42.5%	
4896 MTCE STAFF RECHARGE	0	0	15	15		15	0.0%	
4897 MTCE O'HEAD RECHARGE	0	0	1	1		1	0.0%	
4899 DEPOT REALLOCATION	0	0	2	2		2	0.0%	
5198 Deferred Grants Released	(16,189)	0	0	0		0	0.0%	

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5199 Depreciation Charge to Service	16,189	0	0	0		0	0.0%	
MADLEY PARK COMMUNITY CENTRE :- Indirect Expenditure	2,895	297	3,815	3,518	0	3,518	7.8%	0
Net Income over Expenditure	(2,483)	(297)	(3,375)	(3,078)				
201 SPLASHPARK								
4012 WATER RATES	10,196	938	12,000	11,063		11,063	7.8%	
4016 CLEANING MATERIALS	174	0	300	300		300	0.0%	
4036 PROPERTY MAINTENANCE	1,311	0	5,000	5,000		5,000	0.0%	
4047 PLAY EQUIP MAINTENCE	13	0	2,500	2,500		2,500	0.0%	
4048 ENG.INSPEC.(VATABLE)	434	0	500	500		500	0.0%	
4491 TFR TO EARMARKED RES	5,500	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	6,298	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	1,457	0	0	0		0	0.0%	
4896 MTCE STAFF RECHARGE	2,224	408	9,474	9,066		9,066	4.3%	
4897 MTCE O'HEAD RECHARGE	220	57	927	870		870	6.1%	
4899 DEPOT REALLOCATION	0	0	990	990		990	0.0%	
5198 Deferred Grants Released	(7,534)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	13,807	0	0	0		0	0.0%	
SPLASHPARK :- Indirect Expenditure	34,099	1,403	31,691	30,288	0	30,288	4.4%	0
Net Expenditure	(34,099)	(1,403)	(31,691)	(30,288)				
202 THE LEYS RECREATION GROUND								
1020 SPORTS - FOOTBALL	1,143	377	2,000	1,623			18.9%	
1043 GREEN FEES - WTBC	4,620	0	5,080	5,080			0.0%	
1050 RENT RECEIVED	1,000	0	1,000	1,000			0.0%	
1051 GROUND HIRE	18,017	4,584	15,000	10,416			30.6%	
1052 EXPENSES RECOVERED	977	0	150	150			0.0%	
1058 WATER RECOVERED	175	0	150	150			0.0%	
1059 ELECTRICITY RECOVER	0	0	20,000	20,000			0.0%	
THE LEYS RECREATION GROUND :- Income	25,933	4,961	43,380	38,419			11.4%	0
4012 WATER RATES	6,687	0	0	0		0	0.0%	
4014 ELECTRICITY	8,755	(364)	24,800	25,164		25,164	(1.5%)	
4017 CONTRACT CLEAN/WASTE	10,265	4,566	10,000	5,434		5,434	45.7%	
4021 TELEPHONE/FAX	18	0	0	0		0	0.0%	
4025 INSURANCE	224	0	240	240		240	0.0%	
4036 PROPERTY MAINTENANCE	1,401	1,318	7,500	6,182		6,182	17.6%	
4037 GROUNDS MAINTENANCE	4,588	0	5,000	5,000		5,000	0.0%	
4038 OTHER MAINTENANCE	142	0	2,500	2,500		2,500	0.0%	

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4046 SPORTS EQUIPMENT	3,425	0	4,000	4,000		4,000	0.0%	
4047 PLAY EQUIP MAINTENCE	475	154	5,000	4,846		4,846	3.1%	
4048 ENG.INSPEC.(VATABLE)	499	0	550	550		550	0.0%	
4049 PLAY RISK ASSESSMENT	126	0	500	500		500	0.0%	
4110 SUBSIDIZED LETTINGS	5,343	0	10,000	10,000		10,000	0.0%	
4215 IN BLOOM - INC SCHOOLS CHALLENGE	0	0	1,000	1,000		1,000	0.0%	
4491 TFR TO EARMARKED RES	17,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(3,500)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	10,964	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	3,237	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	34,101	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	13,858	3,738	17,967	14,229		14,229	20.8%	
4893 C/S O'HEAD RCHG	4,532	2,202	5,176	2,974		2,974	42.5%	
4894 GROUNDS STAFF RECHARGE	5,580	0	23,566	23,566		23,566	0.0%	
4895 GROUNDS O'HEAD RECHARGE	2,905	0	8,701	8,701		8,701	0.0%	
4896 MTCE STAFF RECHARGE	14,369	7,897	41,731	33,834		33,834	18.9%	
4897 MTCE O'HEAD RECHARGE	2,064	932	4,084	3,152		3,152	22.8%	
4899 DEPOT REALLOCATION	0	0	4,361	4,361		4,361	0.0%	
5198 Deferred Grants Released	(259)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	12,431	0	0	0		0	0.0%	
THE LEYS RECREATION GROUND :- Indirect Expenditure	159,229	20,443	176,676	156,233	0	156,233	11.6%	0
Net Income over Expenditure	(133,296)	(15,482)	(133,296)	(117,814)				
203 WEST WITNEY SPORTS GROUND								
1020 SPORTS - FOOTBALL	7,024	923	6,500	5,577			14.2%	
1021 SPORTS - CRICKET	1,464	654	1,500	846			43.6%	
1041 RENTAL - TENNIS CLUB	4,520	0	4,970	4,970			0.0%	
1042 RENTAL- PROJ.RANGE	2,650	0	2,915	2,915			0.0%	
1044 GREEN FEES - WMBC	2,770	0	3,050	3,050			0.0%	
1045 GREEN FEES - WWBC	2,770	0	3,050	3,050			0.0%	
1050 RENT RECEIVED	15,268	0	9,850	9,850			0.0%	
1052 EXPENSES RECOVERED	929	0	0	0			0.0%	
1054 EASEMENTS/WAYLEAVES	6	6	6	0			100.0%	
1060 INSURANCE RECOVERED	363	0	400	400			0.0%	
WEST WITNEY SPORTS GROUND :- Income	37,763	1,584	32,241	30,657			4.9%	0
4025 INSURANCE	676	0	725	725		725	0.0%	
4036 PROPERTY MAINTENANCE	891	365	1,500	1,135		1,135	24.3%	
4037 GROUNDS MAINTENANCE	806	103	2,500	2,397		2,397	4.1%	
4046 SPORTS EQUIPMENT	2,462	1,354	0	(1,354)		(1,354)	0.0%	

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4048 ENG.INSPEC.(VATABLE)	175	0	200	200		200	0.0%	
4059 OTHER PROF FEES	250	1,050	2,000	950		950	52.5%	
4491 TFR TO EARMARKED RES	7,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(2,000)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	5,528	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	1,496	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	26,486	0	0	0		0	0.0%	
4894 GROUNDS STAFF RECHARGE	5,580	0	23,566	23,566		23,566	0.0%	
4895 GROUNDS O'HEAD RECHARGE	2,905	0	8,701	8,701		8,701	0.0%	
4896 MTCE STAFF RECHARGE	10,560	7,630	12,690	5,060		5,060	60.1%	
4897 MTCE O'HEAD RECHARGE	1,444	866	1,242	376		376	69.7%	
4899 DEPOT REALLOCATION	0	0	1,326	1,326		1,326	0.0%	
5198 Deferred Grants Released	(418)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	8,764	0	0	0		0	0.0%	
WEST WITNEY SPORTS GROUND :- Indirect Expenditure	72,605	11,368	54,450	43,082	0	43,082	20.9%	0
Net Income over Expenditure	(34,842)	(9,784)	(22,209)	(12,425)				
204 BURWELL (QE2) SPORTS GROUND								
1020 SPORTS - FOOTBALL	5,982	1,308	3,850	2,542			34.0%	
BURWELL (QE2) SPORTS GROUND :- Income	5,982	1,308	3,850	2,542			34.0%	0
4036 PROPERTY MAINTENANCE	13	0	1,000	1,000		1,000	0.0%	
4046 SPORTS EQUIPMENT	1,431	0	3,000	3,000		3,000	0.0%	
4047 PLAY EQUIP MAINTENCE	160	0	2,000	2,000		2,000	0.0%	
4048 ENG.INSPEC.(VATABLE)	499	0	550	550		550	0.0%	
4049 PLAY RISK ASSESSMENT	63	0	100	100		100	0.0%	
4491 TFR TO EARMARKED RES	2,000	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	3,843	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	981	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	12,350	0	0	0		0	0.0%	
4894 GROUNDS STAFF RECHARGE	3,985	0	16,833	16,833		16,833	0.0%	
4895 GROUNDS O'HEAD RECHARGE	2,075	0	6,215	6,215		6,215	0.0%	
4896 MTCE STAFF RECHARGE	5,298	3,788	3,217	(571)		(571)	117.7%	
4897 MTCE O'HEAD RECHARGE	788	424	315	(109)		(109)	134.7%	
4899 DEPOT REALLOCATION	0	0	336	336		336	0.0%	
5198 Deferred Grants Released	(3,185)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	6,508	0	0	0		0	0.0%	
BURWELL (QE2) SPORTS GROUND :- Indirect Expenditure	36,807	4,212	33,566	29,354	0	29,354	12.5%	0
Net Income over Expenditure	(30,825)	(2,904)	(29,716)	(26,812)				

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205 KING GEORGE V / NEWLAND								
1020 SPORTS - FOOTBALL	1,106	304	1,000	696			30.4%	
KING GEORGE V / NEWLAND :- Income	1,106	304	1,000	696			30.4%	0
4036 PROPERTY MAINTENANCE	0	0	500	500		500	0.0%	
4037 GROUNDS MAINTENANCE	0	0	2,000	2,000		2,000	0.0%	
4047 PLAY EQUIP MAINTENCE	0	642	500	(142)		(142)	128.4%	
4048 ENG.INSPEC.(VATABLE)	412	0	450	450		450	0.0%	
4049 PLAY RISK ASSESSMENT	63	0	100	100		100	0.0%	
4100 GRANTS GENERAL	0	0	500	500		500	0.0%	
4491 TFR TO EARMARKED RES	3,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(500)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	1,246	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	191	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	5,926	0	0	0		0	0.0%	
4894 GROUNDS STAFF RECHARGE	1,196	0	5,050	5,050		5,050	0.0%	
4895 GROUNDS O'HEAD RECHARGE	622	0	1,865	1,865		1,865	0.0%	
4896 MTCE STAFF RECHARGE	631	1,165	10,487	9,322		9,322	11.1%	
4897 MTCE O'HEAD RECHARGE	92	124	1,026	902		902	12.1%	
4899 DEPOT REALLOCATION	0	0	1,096	1,096		1,096	0.0%	
5199 Depreciation Charge to Service	445	0	0	0		0	0.0%	
KING GEORGE V / NEWLAND :- Indirect Expenditure	13,325	1,930	23,574	21,644	0	21,644	8.2%	0
Net Income over Expenditure	(12,219)	(1,626)	(22,574)	(20,948)				
206 WITNEY COUNTRY PARK								
1030 FISHING RIGHTS	700	(700)	1,500	2,200			(46.7%)	
1171 DONATIONS RECEIVED	946	0	0	0			0.0%	
WITNEY COUNTRY PARK :- Income	1,646	(700)	1,500	2,200			(46.7%)	0
4001 SALARIES	19,573	7,360	32,410	25,050		25,050	22.7%	
4002 ER'S NIC	1,925	702	3,217	2,515		2,515	21.8%	
4003 ER'S SUPERANN	4,222	1,597	7,033	5,436		5,436	22.7%	
4007 PROTECTIVE CLOTHING	392	151	400	249		249	37.8%	
4026 BOOKS/PUBLICATIONS	39	0	100	100		100	0.0%	
4036 PROPERTY MAINTENANCE	548	872	500	(372)		(372)	174.4%	
4038 OTHER MAINTENANCE	188	12	0	(12)		(12)	0.0%	
4040 ARBORICULTURE	857	0	1,000	1,000		1,000	0.0%	
4041 EQUIPMENT HIRE	0	172	0	(172)		(172)	0.0%	
4042 EQUIPMENT	11,803	570	15,000	14,430		14,430	3.8%	
4059 OTHER PROF FEES	0	0	1,000	1,000		1,000	0.0%	

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4064 HEALTH & SAFETY	639	0	1,000	1,000		1,000	0.0%	
4099 MISCELLANEOUS	788	0	0	0		0	0.0%	
4491 TFR TO EARMARKED RES	5,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(4,100)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	12,306	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	4,228	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	3,161	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	1,732	467	2,246	1,779		1,779	20.8%	
4893 C/S O'HEAD RCHG	567	275	647	372		372	42.5%	
4894 GROUNDS STAFF RECHARGE	399	0	1,683	1,683		1,683	0.0%	
4895 GROUNDS O'HEAD RECHARGE	207	0	622	622		622	0.0%	
4896 MTCE STAFF RECHARGE	3,232	1,134	23,179	22,045		22,045	4.9%	
4897 MTCE O'HEAD RECHARGE	509	123	2,269	2,146		2,146	5.4%	
4899 DEPOT REALLOCATION	0	0	2,422	2,422		2,422	0.0%	
WITNEY COUNTRY PARK :- Indirect Expenditure	68,216	13,435	94,728	81,293	0	81,293	14.2%	0
Net Income over Expenditure	(66,570)	(14,135)	(93,228)	(79,093)				
<u>207 MOORLAND ROAD PLAY AREA</u>								
4047 PLAY EQUIP MAINTENCE	0	0	500	500		500	0.0%	
4048 ENG.INSPEC.(VATABLE)	239	0	275	275		275	0.0%	
4049 PLAY RISK ASSESSMENT	63	0	100	100		100	0.0%	
4491 TFR TO EARMARKED RES	500	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	(56)	0	0	0		0	0.0%	
4896 MTCE STAFF RECHARGE	0	0	2,775	2,775		2,775	0.0%	
4897 MTCE O'HEAD RECHARGE	0	0	272	272		272	0.0%	
4899 DEPOT REALLOCATION	0	0	290	290		290	0.0%	
5198 Deferred Grants Released	(453)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	1,502	0	0	0		0	0.0%	
MOORLAND ROAD PLAY AREA :- Indirect Expenditure	1,795	0	4,212	4,212	0	4,212	0.0%	0
Net Expenditure	(1,795)	0	(4,212)	(4,212)				
<u>208 WOOD GREEN PITCHES/PLAY AREA</u>								
4047 PLAY EQUIP MAINTENCE	0	0	500	500		500	0.0%	
4048 ENG.INSPEC.(VATABLE)	260	0	300	300		300	0.0%	
4049 PLAY RISK ASSESSMENT	63	0	100	100		100	0.0%	
4491 TFR TO EARMARKED RES	500	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	61	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	(45)	0	0	0		0	0.0%	

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4891 AGENCY R/C (TO 30/09/22)	1,167	0	0	0		0	0.0%	
4894 GROUNDS STAFF RECHARGE	1,196	0	5,050	5,050		5,050	0.0%	
4895 GROUNDS O'HEAD RECHARGE	622	0	1,865	1,865		1,865	0.0%	
4896 MTCE STAFF RECHARGE	356	0	3,305	3,305		3,305	0.0%	
4897 MTCE O'HEAD RECHARGE	54	0	323	323		323	0.0%	
4899 DEPOT REALLOCATION	0	0	345	345		345	0.0%	
5199 Depreciation Charge to Service	3,194	0	0	0		0	0.0%	
WOOD GREEN PITCHES/PLAY AREA :- Indirect Expenditure	7,429	0	11,788	11,788	0	11,788	0.0%	0
Net Expenditure	(7,429)	0	(11,788)	(11,788)				
209 ETON CLOSE PLAY AREA								
4047 PLAY EQUIP MAINTENCE	0	0	250	250		250	0.0%	
4048 ENG.INSPEC.(VATABLE)	174	0	200	200		200	0.0%	
4049 PLAY RISK ASSESSMENT	63	0	100	100		100	0.0%	
4222 TINY FOREST EXPENSES	0	0	150	150		150	0.0%	
4491 TFR TO EARMARKED RES	250	0	0	0		0	0.0%	
ETON CLOSE PLAY AREA :- Indirect Expenditure	487	0	700	700	0	700	0.0%	0
Net Expenditure	(487)	0	(700)	(700)				
210 OXLEASE PLAY AREA								
4047 PLAY EQUIP MAINTENCE	478	0	500	500		500	0.0%	
4048 ENG.INSPEC.(VATABLE)	521	0	550	550		550	0.0%	
4049 PLAY RISK ASSESSMENT	63	0	100	100		100	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	3,645	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	1,022	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	6,971	0	0	0		0	0.0%	
4894 GROUNDS STAFF RECHARGE	1,196	0	5,050	5,050		5,050	0.0%	
4895 GROUNDS O'HEAD RECHARGE	622	0	1,865	1,865		1,865	0.0%	
4896 MTCE STAFF RECHARGE	149	0	4,935	4,935		4,935	0.0%	
4897 MTCE O'HEAD RECHARGE	25	0	483	483		483	0.0%	
4899 DEPOT REALLOCATION	0	0	516	516		516	0.0%	
5198 Deferred Grants Released	(4,592)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	5,839	0	0	0		0	0.0%	
OXLEASE PLAY AREA :- Indirect Expenditure	15,939	0	13,999	13,999	0	13,999	0.0%	0
Net Expenditure	(15,939)	0	(13,999)	(13,999)				

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211 FIELDMERE PLAY AREA								
4047 PLAY EQUIP MAINTENCE	12	0	250	250		250	0.0%	
4048 ENG.INSPEC.(VATABLE)	260	0	300	300		300	0.0%	
4049 PLAY RISK ASSESSMENT	63	0	100	100		100	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	61	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	(77)	0	0	0		0	0.0%	
4896 MTCE STAFF RECHARGE	0	0	4,892	4,892		4,892	0.0%	
4897 MTCE O'HEAD RECHARGE	0	0	479	479		479	0.0%	
4899 DEPOT REALLOCATION	0	0	511	511		511	0.0%	
5198 Deferred Grants Released	(971)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	1,282	0	0	0		0	0.0%	
FIELDMERE PLAY AREA :- Indirect Expenditure	631	0	6,532	6,532	0	6,532	0.0%	0
Net Expenditure	(631)	0	(6,532)	(6,532)				
212 QUARRY ROAD PLAY AREA								
4047 PLAY EQUIP MAINTENCE	0	1,546	250	(1,296)		(1,296)	618.5%	
4048 ENG.INSPEC.(VATABLE)	217	0	250	250		250	0.0%	
4049 PLAY RISK ASSESSMENT	63	0	100	100		100	0.0%	
4491 TFR TO EARMARKED RES	250	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	1,227	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	656	0	0	0		0	0.0%	
4896 MTCE STAFF RECHARGE	1,123	0	221	221		221	0.0%	
4897 MTCE O'HEAD RECHARGE	173	0	22	22		22	0.0%	
4899 DEPOT REALLOCATION	0	0	23	23		23	0.0%	
5199 Depreciation Charge to Service	252	0	0	0		0	0.0%	
QUARRY ROAD PLAY AREA :- Indirect Expenditure	3,961	1,546	866	(680)	0	(680)	178.6%	0
Net Expenditure	(3,961)	(1,546)	(866)	680				
213 RALEGH CRESCENT PLAY AREA								
4013 RENT PAID	0	0	5	5		5	0.0%	
4047 PLAY EQUIP MAINTENCE	0	0	500	500		500	0.0%	
4049 PLAY RISK ASSESSMENT	0	0	100	100		100	0.0%	
4491 TFR TO EARMARKED RES	250	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	(89)	0	0	0		0	0.0%	
4896 MTCE STAFF RECHARGE	0	0	4,449	4,449		4,449	0.0%	
4897 MTCE O'HEAD RECHARGE	0	0	435	435		435	0.0%	
4899 DEPOT REALLOCATION	0	0	465	465		465	0.0%	
5198 Deferred Grants Released	(4,845)	0	0	0		0	0.0%	

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5199 Depreciation Charge to Service	4,486	0	0	0		0	0.0%	
RALEGH CRESCENT PLAY AREA :- Indirect Expenditure	(198)	0	5,954	5,954	0	5,954	0.0%	0
Net Expenditure	198	0	(5,954)	(5,954)				
214 PARK ROAD PLAY AREA								
4013 RENT PAID	0	0	125	125		125	0.0%	
4047 PLAY EQUIP MAINTENCE	0	0	500	500		500	0.0%	
4048 ENG.INSPEC.(VATABLE)	0	0	275	275		275	0.0%	
4049 PLAY RISK ASSESSMENT	63	0	100	100		100	0.0%	
4491 TFR TO EARMARKED RES	500	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	187	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	37	0	0	0		0	0.0%	
4896 MTCE STAFF RECHARGE	931	0	0	0		0	0.0%	
4897 MTCE O'HEAD RECHARGE	148	0	0	0		0	0.0%	
5198 Deferred Grants Released	(261)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	2,753	0	0	0		0	0.0%	
PARK ROAD PLAY AREA :- Indirect Expenditure	4,358	0	1,000	1,000	0	1,000	0.0%	0
Net Expenditure	(4,358)	0	(1,000)	(1,000)				
215 CEDAR DRIVE PLAY AREA								
5198 Deferred Grants Released	(3,246)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	3,246	0	0	0		0	0.0%	
CEDAR DRIVE PLAY AREA :- Indirect Expenditure	0	0	0	0	0	0		0
Net Expenditure	0	0	0	0				
301 TOWER HILL CEMETERY								
1050 RENT RECEIVED	13,620	6,810	13,620	6,810			50.0%	
1060 INSURANCE RECOVERED	208	(208)	225	433			(92.4%)	
1100 BURIAL FEES	8,447	546	4,000	3,454			13.7%	
1101 GRANT OF RIGHTS	2,407	502	1,000	499			50.1%	
1102 INTERMENT OF ASHES	11,933	2,396	9,000	6,605			26.6%	
1105 MEMORIAL FEES	4,622	824	3,500	2,677			23.5%	
1106 MEMORIAL PLAQUES	505	110	330	220			33.3%	
1108 CHAPEL FEES	217	121	214	93			56.5%	
1171 DONATIONS RECEIVED	443	0	0	0			0.0%	
TOWER HILL CEMETERY :- Income	42,402	11,100	31,889	20,790			34.8%	0
4001 SALARIES	12,227	1,862	12,541	10,679		10,679	14.8%	

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4002 ER'S NIC	1,018	152	1,103	951		951	13.8%	
4003 ER'S SUPERANN	2,653	404	2,722	2,318		2,318	14.8%	
4007 PROTECTIVE CLOTHING	32	0	0	0		0	0.0%	
4011 RATES	3,892	1,139	4,250	3,111		3,111	26.8%	
4012 WATER RATES	187	171	250	79		79	68.5%	
4014 ELECTRICITY	717	233	1,000	767		767	23.3%	
4016 CLEANING MATERIALS	0	0	30	30		30	0.0%	
4017 CONTRACT CLEAN/WASTE	860	225	1,000	775		775	22.5%	
4025 INSURANCE	208	0	225	225		225	0.0%	
4036 PROPERTY MAINTENANCE	3,289	0	6,000	6,000		6,000	0.0%	
4038 OTHER MAINTENANCE	50	0	0	0		0	0.0%	
4041 EQUIPMENT HIRE	0	125	0	(125)		(125)	0.0%	
4042 EQUIPMENT	305	0	100	100		100	0.0%	
4064 HEALTH & SAFETY	18	0	100	100		100	0.0%	
4110 SUBSIDIZED LETTINGS	0	0	200	200		200	0.0%	
4350 PLAQUES PURCHASED	354	228	300	72		72	76.0%	
4355 MEMORIAL MAINTENANCE	350	205	2,500	2,295		2,295	8.2%	
4491 TFR TO EARMARKED RES	9,000	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	19,561	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	4,210	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	18,288	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	10,393	2,804	13,475	10,671		10,671	20.8%	
4893 C/S O'HEAD RCHG	3,399	1,652	3,882	2,230		2,230	42.5%	
4894 GROUNDS STAFF RECHARGE	1,993	0	8,416	8,416		8,416	0.0%	
4895 GROUNDS O'HEAD RECHARGE	1,037	0	3,108	3,108		3,108	0.0%	
4896 MTCE STAFF RECHARGE	22,293	15,739	73,017	57,278		57,278	21.6%	
4897 MTCE O'HEAD RECHARGE	3,380	1,613	7,146	5,533		5,533	22.6%	
4899 DEPOT REALLOCATION	0	0	7,630	7,630		7,630	0.0%	
5199 Depreciation Charge to Service	3,717	0	0	0		0	0.0%	
TOWER HILL CEMETERY :- Indirect Expenditure	123,433	26,552	148,995	122,443	0	122,443	17.8%	0
Net Income over Expenditure	(81,031)	(15,453)	(117,106)	(101,653)				
302 WINDRUSH CEMETERY								
1100 BURIAL FEES	25,644	0	15,000	15,000			0.0%	
1101 GRANT OF RIGHTS	27,806	2,204	20,000	17,796			11.0%	
1102 INTERMENT OF ASHES	5,319	833	5,500	4,668			15.1%	
1105 MEMORIAL FEES	5,162	1,706	6,000	4,295			28.4%	
WINDRUSH CEMETERY :- Income	63,930	4,742	46,500	41,758			10.2%	0
4001 SALARIES	12,227	1,862	12,541	10,679		10,679	14.8%	

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4002 ER'S NIC	1,018	152	1,103	951		951	13.8%	
4003 ER'S SUPERANN	2,653	404	2,721	2,317		2,317	14.9%	
4011 RATES	5,489	2,398	6,050	3,652		3,652	39.6%	
4012 WATER RATES	78	111	300	189		189	37.1%	
4014 ELECTRICITY	2,224	544	4,000	3,456		3,456	13.6%	
4016 CLEANING MATERIALS	0	0	30	30		30	0.0%	
4017 CONTRACT CLEAN/WASTE	660	182	1,000	818		818	18.2%	
4021 TELEPHONE/FAX	222	21	300	279		279	7.0%	
4025 INSURANCE	112	0	120	120		120	0.0%	
4036 PROPERTY MAINTENANCE	508	0	2,000	2,000		2,000	0.0%	
4037 GROUNDS MAINTENANCE	692	151	500	349		349	30.1%	
4038 OTHER MAINTENANCE	1,031	4	1,500	1,496		1,496	0.2%	
4042 EQUIPMENT	864	0	1,500	1,500		1,500	0.0%	
4046 SPORTS EQUIPMENT	29	0	0	0		0	0.0%	
4059 OTHER PROF FEES	1,650	0	1,000	1,000		1,000	0.0%	
4064 HEALTH & SAFETY	18	0	100	100		100	0.0%	
4350 PLAQUES PURCHASED	25	0	500	500		500	0.0%	
4355 MEMORIAL MAINTENANCE	0	205	2,000	1,795		1,795	10.3%	
4491 TFR TO EARMARKED RES	15,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(6,000)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	29,283	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	6,718	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	6,456	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	10,393	2,804	13,475	10,671		10,671	20.8%	
4893 C/S O'HEAD RCHG	3,399	1,652	3,882	2,230		2,230	42.5%	
4894 GROUNDS STAFF RECHARGE	1,993	0	8,416	8,416		8,416	0.0%	
4895 GROUNDS O'HEAD RECHARGE	1,037	0	3,108	3,108		3,108	0.0%	
4896 MTCE STAFF RECHARGE	20,695	11,894	131,269	119,375		119,375	9.1%	
4897 MTCE O'HEAD RECHARGE	3,080	1,316	12,848	11,532		11,532	10.2%	
4899 DEPOT REALLOCATION	0	0	13,718	13,718		13,718	0.0%	
5199 Depreciation Charge to Service	4,745	0	0	0		0	0.0%	
WINDRUSH CEMETERY :- Indirect Expenditure	126,299	23,699	223,981	200,282	0	200,282	10.6%	0
Net Income over Expenditure	(62,370)	(18,957)	(177,481)	(158,524)				
303 CLOSED CH'YARDS ST MARYS/HOLY								
4036 PROPERTY MAINTENANCE	7	0	11,000	11,000		11,000	0.0%	
4040 ARBORICULTURE	0	0	1,000	1,000		1,000	0.0%	
4059 OTHER PROF FEES	0	0	1,000	1,000		1,000	0.0%	
4355 MEMORIAL MAINTENANCE	3,326	0	0	0		0	0.0%	
4491 TFR TO EARMARKED RES	18,000	0	0	0		0	0.0%	

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4495 TFR FROM EARMARKED R	(6,826)	0	0	0		0	0.0%	
CLOSED CH'YARDS ST MARYS/HOLY :- Indirect Expenditure	14,507	0	13,000	13,000	0	13,000	0.0%	0
Net Expenditure	(14,507)	0	(13,000)	(13,000)				
305 ALLOTMENTS								
4013 RENT PAID	0	0	125	125		125	0.0%	
4036 PROPERTY MAINTENANCE	363	374	500	126		126	74.8%	
4037 GROUNDS MAINTENANCE	0	0	500	500		500	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	3,976	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	887	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	1,486	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	2,598	701	3,369	2,668		2,668	20.8%	
4893 C/S O'HEAD RCHG	850	413	971	558		558	42.5%	
4896 MTCE STAFF RECHARGE	554	0	1,188	1,188		1,188	0.0%	
4897 MTCE O'HEAD RECHARGE	85	0	116	116		116	0.0%	
4899 DEPOT REALLOCATION	0	0	124	124		124	0.0%	
5198 Deferred Grants Released	(2,715)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	3,664	0	0	0		0	0.0%	
ALLOTMENTS :- Indirect Expenditure	11,748	1,488	6,893	5,405	0	5,405	21.6%	0
Net Expenditure	(11,748)	(1,488)	(6,893)	(5,405)				
401 CIVIC ACTIVITIES								
1099 MISCELLANEOUS INCOME	33	0	0	0			0.0%	
CIVIC ACTIVITIES :- Income	33	0	0	0				0
4000 MAYORS ALLOWANCE	943	317	3,000	2,683		2,683	10.6%	
4150 CIVIC FUNCTIONS	1,266	52	2,000	1,948		1,948	2.6%	
4152 MAYOR'S CHAIN	100	0	300	300		300	0.0%	
4153 ANNUAL CIVIC AWARDS	0	0	200	200		200	0.0%	
4495 TFR FROM EARMARKED R	(500)	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	27,715	7,476	35,934	28,458		28,458	20.8%	
4893 C/S O'HEAD RCHG	9,065	4,404	10,352	5,948		5,948	42.5%	
CIVIC ACTIVITIES :- Indirect Expenditure	38,589	12,249	51,786	39,537	0	39,537	23.7%	0
Net Income over Expenditure	(38,556)	(12,249)	(51,786)	(39,537)				
402 COMMUNITY INFRASTRUCTURE								
1052 EXPENSES RECOVERED	0	667	0	(667)			0.0%	
1170 GRANTS RECEIVED	3,345	4,020	0	(4,020)			0.0%	

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1171 DONATIONS RECEIVED	1,667	2,885	0	(2,885)			0.0%	
COMMUNITY INFRASTRUCTURE :- Income	5,012	7,572	0	(7,572)				0
4014 ELECTRICITY	2,281	437	4,100	3,663		3,663	10.6%	
4017 CONTRACT CLEAN/WASTE	6,337	2,229	3,000	771		771	74.3%	
4025 INSURANCE	112	0	120	120		120	0.0%	
4035 BUS SHELTER MAINTENANCE	20	60	2,000	1,940		1,940	3.0%	
4036 PROPERTY MAINTENANCE	4,777	390	2,630	2,240		2,240	14.8%	
4037 GROUNDS MAINTENANCE	0	54	3,000	2,946		2,946	1.8%	
4038 OTHER MAINTENANCE	3	0	0	0		0	0.0%	
4039 HORTICULTURE	0	433	750	317		317	57.7%	
4040 ARBORICULTURE	11,943	5,030	20,000	14,970		14,970	25.1%	
4066 TREE REPLACEMENT	4,575	5,620	8,000	2,380		2,380	70.3%	
4067 Tree Survey	4,446	0	8,000	8,000		8,000	0.0%	
4105 XMAS LIGHTS, TREE & INFRASTRUC	39,071	14,302	44,000	29,698		29,698	32.5%	
4166 DEFIBRILLATOR EXPENDITURE	1,446	0	4,000	4,000		4,000	0.0%	
4200 STREET FURNITURE	2,170	1,211	1,000	(211)		(211)	121.1%	
4208 COVID-19 MEMORIAL	1,667	20	0	(20)		(20)	0.0%	
4210 CHURCH CLOCK	69	0	1,500	1,500		1,500	0.0%	
4215 IN BLOOM - INC SCHOOLS CHALLENGE	1,013	942	7,250	6,308		6,308	13.0%	
4491 TFR TO EARMARKED RES	34,750	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(23,730)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	20,276	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	4,107	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	81,866	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	13,858	3,738	17,967	14,229		14,229	20.8%	
4893 C/S O'HEAD RCHG	4,532	2,202	5,176	2,974		2,974	42.5%	
4894 GROUNDS STAFF RECHARGE	16,736	0	70,697	70,697		70,697	0.0%	
4895 GROUNDS O'HEAD RECHARGE	8,716	0	26,103	26,103		26,103	0.0%	
4896 MTCE STAFF RECHARGE	36,136	26,247	87,913	61,666		61,666	29.9%	
4897 MTCE O'HEAD RECHARGE	5,511	2,863	8,604	5,741		5,741	33.3%	
4899 DEPOT REALLOCATION	0	0	9,187	9,187		9,187	0.0%	
4990 CONTRN TO CCTV SCH.	10,000	0	10,000	10,000		10,000	0.0%	
5198 Deferred Grants Released	(1,038)	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	3,672	0	0	0		0	0.0%	
COMMUNITY INFRASTRUCTURE :- Indirect Expenditure	295,323	65,778	344,997	279,219	0	279,219	19.1%	0
Net Income over Expenditure	(290,311)	(58,206)	(344,997)	(286,791)				

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
403 PLANNING								
4892 C/S STAFF RCHG	19,054	5,140	24,705	19,565		19,565	20.8%	
4893 C/S O'HEAD RCHG	6,232	3,028	7,117	4,089		4,089	42.5%	
PLANNING :- Indirect Expenditure	25,286	8,168	31,822	23,654	0	23,654	25.7%	0
Net Expenditure	(25,286)	(8,168)	(31,822)	(23,654)				
407 GRANTS & DONATIONS								
4100 GRANTS GENERAL	5,703	10,810	20,000	9,190		9,190	54.0%	
4101 GRANT CAB	2,000	0	2,000	2,000		2,000	0.0%	
4105 XMAS LIGHTS, TREE & INFRASTRUC	(14,414)	0	0	0		0	0.0%	
4107 Witney Dementia Alliance	0	0	1,000	1,000		1,000	0.0%	
4110 SUBSIDIZED LETTINGS	1,123	3,167	1,800	(1,367)		(1,367)	176.0%	
4160 TOWN TWINNING	500	(500)	0	500		500	0.0%	
4162 GRANT VOLUNTEER LINK-UP	2,000	0	2,000	2,000		2,000	0.0%	
4491 TFR TO EARMARKED RES	18,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(6,900)	0	0	0		0	0.0%	
GRANTS & DONATIONS :- Indirect Expenditure	8,013	13,477	26,800	13,323	0	13,323	50.3%	0
Net Expenditure	(8,013)	(13,477)	(26,800)	(13,323)				
408 COMMUNITY ACTIVITIES								
1052 EXPENSES RECOVERED	386	0	0	0			0.0%	
COMMUNITY ACTIVITIES :- Income	386	0	0	0				0
4001 SALARIES	2,234	1,085	4,778	3,693		3,693	22.7%	
4002 ER'S NIC	233	111	502	391		391	22.0%	
4003 ER'S SUPERANN	485	235	1,037	802		802	22.7%	
4103 GRANT YOUTH COUNCIL	0	0	500	500		500	0.0%	
4104 GRANT CARNIVAL/XMAS ROTARY CLB	4,100	2,100	4,500	2,400		2,400	46.7%	
4106 GRANT - PLAY DAY	1,000	1,000	1,000	0		0	100.0%	
4109 BLUE PLAQUES	300	0	0	0		0	0.0%	
4111 WATER SAFETY/EDUCATION	0	0	2,000	2,000		2,000	0.0%	
4112 GRANT - WITNEY TOWN BAND	660	0	750	750		750	0.0%	
4141 EVENTS	6,174	94	9,000	8,906		8,906	1.0%	
4145 HM QUEEN'S JUBILEE (2022)	2,092	744	0	(744)		(744)	0.0%	
4146 HM KING'S CORONATION (2023)	1,431	1,755	3,000	1,245		1,245	58.5%	
4160 TOWN TWINNING	0	0	500	500		500	0.0%	
4161 TOWN TWINNING ROOM HIRE	0	0	500	500		500	0.0%	
4167 BUS SERVICE	21,000	5,250	21,000	15,750		15,750	25.0%	
4169 CHILDREN & YOUTH PROVISION	41,334	0	40,000	40,000		40,000	0.0%	

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4170 ADVENT FAYRE	1,399	0	2,000	2,000		2,000	0.0%	
4491 TFR TO EARMARKED RES	13,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(5,340)	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	55,431	14,953	71,867	56,914		56,914	20.8%	
4893 C/S O'HEAD RCHG	18,129	8,808	20,704	11,896		11,896	42.5%	
5199 Depreciation Charge to Service	98	0	0	0		0	0.0%	
COMMUNITY ACTIVITIES :- Indirect Expenditure	163,760	36,135	183,638	147,503	0	147,503	19.7%	0
Net Income over Expenditure	(163,373)	(36,135)	(183,638)	(147,503)				
502 TOWN HALL MAINTENANCE								
1050 RENT RECEIVED	19,950	0	13,950	13,950			0.0%	
1052 EXPENSES RECOVERED	(109)	0	0	0			0.0%	
TOWN HALL MAINTENANCE :- Income	19,841	0	13,950	13,950			0.0%	0
4013 RENT PAID	16,500	3,438	16,500	13,063		13,063	20.8%	
4014 ELECTRICITY	848	(848)	0	848		848	0.0%	
4025 INSURANCE	934	0	1,000	1,000		1,000	0.0%	
4036 PROPERTY MAINTENANCE	4,323	1,676	4,500	2,825		2,825	37.2%	
4038 OTHER MAINTENANCE	1,776	150	2,000	1,850		1,850	7.5%	
4041 EQUIPMENT HIRE	594	188	1,000	812		812	18.8%	
4059 OTHER PROF FEES	0	0	2,500	2,500		2,500	0.0%	
4491 TFR TO EARMARKED RES	2,500	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	3,141	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	1,378	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	3,464	935	4,492	3,557		3,557	20.8%	
4893 C/S O'HEAD RCHG	1,133	551	1,294	743		743	42.5%	
4896 MTCE STAFF RECHARGE	7,807	146	1,277	1,131		1,131	11.5%	
4897 MTCE O'HEAD RECHARGE	1,285	16	125	109		109	13.0%	
4899 DEPOT REALLOCATION	0	0	133	133		133	0.0%	
TOWN HALL MAINTENANCE :- Indirect Expenditure	45,685	6,250	34,821	28,571	0	28,571	17.9%	0
Net Income over Expenditure	(25,844)	(6,250)	(20,871)	(14,621)				
503 AGENCY SERVICES (TO 30/09/22)								
4300 AGENCY MAINT'CE (TO 30/09/22)	198,257	0	0	0		0	0.0%	
4891 AGENCY R/C (TO 30/09/22)	(198,257)	0	0	0		0	0.0%	
AGENCY SERVICES (TO 30/09/22) :- Indirect Expenditure	0	0	0	0	0	0		0
Net Expenditure	0	0	0	0				

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Detailed Income & Expenditure by Budget Heading 1 April to 30 June 2023

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
505 PRECEPT								
1176 PRECEPT	1,829,398	930,854	1,861,708	930,854			50.0%	
PRECEPT :- Income	1,829,398	930,854	1,861,708	930,854			50.0%	0
Net Income	1,829,398	930,854	1,861,708	930,854				
506 INTEREST RECEIVED								
1190 INTEREST RECEIVED	23,207	13,755	36,000	22,245			38.2%	
INTEREST RECEIVED :- Income	23,207	13,755	36,000	22,245			38.2%	0
4051 BANK CHARGES	2,581	838	3,000	2,162		2,162	27.9%	
INTEREST RECEIVED :- Indirect Expenditure	2,581	838	3,000	2,162	0	2,162	27.9%	0
Net Income over Expenditure	20,626	12,917	33,000	20,083				
601 WORKS DEPARTMENT (TO 30/09/22)								
1099 MISCELLANEOUS INCOME	341	0	0	0			0.0%	
WORKS DEPARTMENT (TO 30/09/22) :- Income	341	0	0	0				0
4001 SALARIES	97,515	0	0	0		0	0.0%	
4002 ER'S NIC	9,327	0	0	0		0	0.0%	
4003 ER'S SUPERANN	19,055	0	0	0		0	0.0%	
4007 PROTECTIVE CLOTHING	2,444	0	0	0		0	0.0%	
4008 TRAINING	4,957	0	0	0		0	0.0%	
4009 TRAVELLING	1,430	0	0	0		0	0.0%	
4014 ELECTRICITY	(756)	0	0	0		0	0.0%	
4016 CLEANING MATERIALS	222	0	0	0		0	0.0%	
4017 CONTRACT CLEAN/WASTE	2,437	0	0	0		0	0.0%	
4021 TELEPHONE/FAX	1,029	0	0	0		0	0.0%	
4023 STATIONERY	29	0	0	0		0	0.0%	
4028 I.T.	330	0	0	0		0	0.0%	
4029 INTERVIEW EXPENSES	423	0	0	0		0	0.0%	
4030 RECRUITMENT ADVT'G	2,304	0	0	0		0	0.0%	
4036 PROPERTY MAINTENANCE	38	0	0	0		0	0.0%	
4041 EQUIPMENT HIRE	527	0	0	0		0	0.0%	
4042 EQUIPMENT	1,469	0	0	0		0	0.0%	
4043 SMALL TOOLS & EQUIPT	662	0	0	0		0	0.0%	
4044 FUEL	2,124	0	0	0		0	0.0%	
4045 LICENCES	1,344	0	0	0		0	0.0%	
4050 VEHICLE MAINTENANCE	2,193	0	0	0		0	0.0%	
4064 HEALTH & SAFETY	85	0	0	0		0	0.0%	
4143 REFRESHMENT COSTS	3	0	0	0		0	0.0%	

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4400 COVID-19 EXPENDITURE	370	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(2,175)	0	0	0		0	0.0%	
4888 O/S STAFF RCHG (TO 30/09/23)	(125,896)	0	0	0		0	0.0%	
4890 O/S O'HEAD RCHG (TO 30/09/22)	(31,158)	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	8,017	0	0	0		0	0.0%	
4893 C/S O'HEAD RCHG	1,993	0	0	0		0	0.0%	
5199 Depreciation Charge to Service	3,677	0	0	0		0	0.0%	
WORKS DEPARTMENT (TO 30/09/22) :- Indirect Expenditure	4,017	0	0	0	0	0		0
Net Income over Expenditure	(3,677)	0	0	0				
602 CENTRAL SUPPORT								
1052 EXPENSES RECOVERED	(225)	0	0	0			0.0%	
1099 MISCELLANEOUS INCOME	12	0	0	0			0.0%	
CENTRAL SUPPORT :- Income	(213)	0	0	0				0
4001 SALARIES	263,007	71,086	340,761	269,675		269,675	20.9%	
4002 ER'S NIC	26,866	6,950	34,467	27,517		27,517	20.2%	
4003 ER'S SUPERANN	56,568	15,420	73,944	58,524		58,524	20.9%	
4008 TRAINING	3,958	868	7,500	6,632		6,632	11.6%	
4009 TRAVELLING	366	134	1,500	1,366		1,366	8.9%	
4010 MISC STAFF COSTS	42	0	200	200		200	0.0%	
4011 RATES	18,463	5,586	21,000	15,414		15,414	26.6%	
4012 WATER RATES	283	52	550	498		498	9.4%	
4014 ELECTRICITY	9,355	2,671	24,000	21,329		21,329	11.1%	
4016 CLEANING MATERIALS	23	97	1,000	903		903	9.7%	
4017 CONTRACT CLEAN/WASTE	1,488	391	2,200	1,809		1,809	17.8%	
4018 PHOTOCOPIER COSTS	1,879	526	1,500	974		974	35.1%	
4020 COPIER RENTAL	0	0	4,000	4,000		4,000	0.0%	
4021 TELEPHONE/FAX	6,246	1,210	6,000	4,790		4,790	20.2%	
4022 POSTAGE	1,521	497	2,000	1,503		1,503	24.8%	
4023 STATIONERY	2,910	773	2,500	1,727		1,727	30.9%	
4024 SUBSCRIPTIONS	79	25	0	(25)		(25)	0.0%	
4025 INSURANCE	3,134	18,925	3,250	(15,675)		(15,675)	582.3%	
4026 BOOKS/PUBLICATIONS	140	25	300	276		276	8.2%	
4028 I.T.	15,659	9,024	18,000	8,976		8,976	50.1%	
4029 INTERVIEW EXPENSES	234	0	0	0		0	0.0%	
4030 RECRUITMENT ADVT'G	1,224	0	2,500	2,500		2,500	0.0%	
4036 PROPERTY MAINTENANCE	24	0	0	0		0	0.0%	
4038 OTHER MAINTENANCE	518	12	0	(12)		(12)	0.0%	
4042 EQUIPMENT	3,430	290	5,000	4,710		4,710	5.8%	

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4054 INTERNAL AUDIT	1,920	0	2,300	2,300		2,300	0.0%	
4055 ACCOUNTANCY FEES	8,770	2,005	3,500	1,495		1,495	57.3%	
4059 OTHER PROF FEES	31,142	11,894	20,000	8,106		8,106	59.5%	
4064 HEALTH & SAFETY	18	0	250	250		250	0.0%	
4099 MISCELLANEOUS	14	0	50	50		50	0.0%	
4143 REFRESHMENT COSTS	251	49	300	251		251	16.3%	
4491 TFR TO EARMARKED RES	18,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(4,050)	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	(346,441)	(93,456)	(449,172)	(355,716)		(355,716)	20.8%	
4893 C/S O'HEAD RCHG	(113,306)	(55,053)	(129,400)	(74,347)		(74,347)	42.5%	
5199 Depreciation Charge to Service	2,694	0	0	0		0	0.0%	
CENTRAL SUPPORT :- Indirect Expenditure	16,431	0	0	0	0	0		0
Net Income over Expenditure	(16,644)	0	0	0				
604 WORKS DEPOT\VEH (FR. 01/10/22)								
1099 MISCELLANEOUS INCOME	524	0	0	0			0.0%	
WORKS DEPOT\VEH (FR. 01/10/22) :- Income	524	0	0	0				0
4014 ELECTRICITY	7,433	4,056	4,000	(56)		(56)	101.4%	
4016 CLEANING MATERIALS	358	391	400	9		9	97.7%	
4017 CONTRACT CLEAN/WASTE	2,388	3,139	2,000	(1,139)		(1,139)	156.9%	
4021 TELEPHONE/FAX	2,111	667	2,250	1,583		1,583	29.6%	
4023 STATIONERY	0	0	150	150		150	0.0%	
4025 INSURANCE	272	0	250	250		250	0.0%	
4028 I.T.	705	183	1,250	1,067		1,067	14.6%	
4036 PROPERTY MAINTENANCE	681	180	2,000	1,820		1,820	9.0%	
4038 OTHER MAINTENANCE	3,045	218	1,750	1,532		1,532	12.5%	
4041 EQUIPMENT HIRE	2,383	1,389	3,500	2,111		2,111	39.7%	
4042 EQUIPMENT	464	1,278	2,250	972		972	56.8%	
4043 SMALL TOOLS & EQUIPT	640	569	1,500	931		931	37.9%	
4044 FUEL	7,155	3,611	14,000	10,389		10,389	25.8%	
4045 LICENCES	605	585	2,000	1,415		1,415	29.3%	
4050 VEHICLE MAINTENANCE	6,094	5,594	5,000	(594)		(594)	111.9%	
4052 VEHICLE INSURANCE	2,673	0	3,500	3,500		3,500	0.0%	
4059 OTHER PROF FEES	2,319	0	0	0		0	0.0%	
4064 HEALTH & SAFETY	0	28	250	223		223	11.0%	
4491 TFR TO EARMARKED RES	4,000	0	0	0		0	0.0%	
4899 DEPOT REALLOCATION	0	0	(46,050)	(46,050)		(46,050)	0.0%	
5199 Depreciation Charge to Service	37,577	0	0	0		0	0.0%	
WORKS DEPOT\VEH (FR. 01/10/22) :- Indirect Expenditure	80,902	21,887	0	(21,887)	0	(21,887)		0
Net Income over Expenditure	(80,378)	(21,887)	0	21,887				

Detailed Income & Expenditure by Budget Heading 1 April to 30 June 2023

Month No: 3

Policy, Governance & Finance Committee, 24 July 2023

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
605 GENERAL MAINT. (FR.01/10/22)								
4001 SALARIES	101,179	58,579	326,143	267,564		267,564	18.0%	
4002 ER'S NIC	9,296	5,381	43,752	38,371		38,371	12.3%	
4003 ER'S SUPERANN	21,821	12,346	70,773	58,427		58,427	17.4%	
4007 PROTECTIVE CLOTHING	4,214	367	4,000	3,633		3,633	9.2%	
4008 TRAINING	1,420	571	6,000	5,429		5,429	9.5%	
4009 TRAVELLING	219	0	0	0		0	0.0%	
4017 CONTRACT CLEAN/WASTE	0	0	4,000	4,000		4,000	0.0%	
4029 INTERVIEW EXPENSES	392	0	0	0		0	0.0%	
4030 RECRUITMENT ADVT'G	682	0	0	0		0	0.0%	
4143 REFRESHMENT COSTS	0	0	200	200		200	0.0%	
4491 TFR TO EARMARKED RES	76,000	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	9,305	4,673	22,459	17,786		17,786	20.8%	
4893 C/S O'HEAD RCHG	3,672	2,753	6,470	3,717		3,717	42.5%	
4896 MTCE STAFF RECHARGE	(132,296)	(76,306)	(440,668)	(364,362)		(364,362)	17.3%	
4897 MTCE O'HEAD RECHARGE	(19,905)	(8,363)	(43,129)	(34,766)		(34,766)	19.4%	
GENERAL MAINT. (FR.01/10/22) :- Indirect Expenditure	76,000	0	0	0	0	0		0

Net Expenditure **(76,000)** **0** **0** **0**

606 GROUNDS MAINT. (FR 01/10/22)								
4001 SALARIES	30,620	11,570	128,859	117,290		117,290	9.0%	
4002 ER'S NIC	2,590	969	11,504	10,535		10,535	8.4%	
4003 ER'S SUPERANN	6,644	2,511	27,963	25,452		25,452	9.0%	
4007 PROTECTIVE CLOTHING	1,139	571	3,000	2,429		2,429	19.0%	
4008 TRAINING	492	166	4,500	4,334		4,334	3.7%	
4017 CONTRACT CLEAN/WASTE	1,557	766	4,000	3,234		3,234	19.1%	
4030 RECRUITMENT ADVT'G	942	0	500	500		500	0.0%	
4039 HORTICULTURE	6,524	43,358	45,000	1,642		1,642	96.4%	
4062 SPORTS PITCH MATERIALS	10,093	637	5,000	4,363		4,363	12.7%	
4143 REFRESHMENT COSTS	0	0	150	150		150	0.0%	
4491 TFR TO EARMARKED RES	13,000	0	0	0		0	0.0%	
4894 GROUNDS STAFF RECHARGE	(39,854)	0	(168,326)	(168,326)		(168,326)	0.0%	
4895 GROUNDS O'HEAD RECHARGE	(20,748)	0	(62,150)	(62,150)		(62,150)	0.0%	
GROUNDS MAINT. (FR 01/10/22) :- Indirect Expenditure	13,000	60,548	0	(60,548)	0	(60,548)		0

Net Expenditure **(13,000)** **(60,548)** **0** **60,548**

Detailed Income & Expenditure by Budget Heading 1 April to 30 June 2023

Month No: 3

Policy, Governance & Finance Committee, 24 July 2023

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
700 STRATEGIC PLANNING INITIATIVES								
4892 C/S STAFF RCHG	25,983	7,009	33,688	26,679		26,679	20.8%	
4893 C/S O'HEAD RCHG	8,498	4,129	9,705	5,576		5,576	42.5%	
STRATEGIC PLANNING INITIATIVES :- Indirect Expenditure	34,481	11,138	43,393	32,255	0	32,255	25.7%	0
Net Expenditure	(34,481)	(11,138)	(43,393)	(32,255)				
701 CORPORATE MANAGEMENT								
4022 POSTAGE	128	0	300	300		300	0.0%	
4025 INSURANCE	2,082	0	2,225	2,225		2,225	0.0%	
4031 OTHER ADVERTISING	1,123	0	250	250		250	0.0%	
4057 AUDIT FEES	2,520	(2,520)	2,520	5,040		5,040	(100.0%)	
4250 BAD DEBTS	12,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(2,000)	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	58,895	15,887	76,359	60,472		60,472	20.8%	
4893 C/S O'HEAD RCHG	19,262	9,359	21,998	12,639		12,639	42.5%	
CORPORATE MANAGEMENT :- Indirect Expenditure	94,009	22,726	103,652	80,926	0	80,926	21.9%	0
Net Expenditure	(94,009)	(22,726)	(103,652)	(80,926)				
702 DEMOCRATIC REP'N & MGMT								
4008 TRAINING	30	0	2,500	2,500		2,500	0.0%	
4024 SUBSCRIPTIONS	5,924	4,723	6,250	1,527		1,527	75.6%	
4028 I.T.	2,049	3,361	4,000	639		639	84.0%	
4034 NEWSLETTER	3,337	(500)	3,000	3,500		3,500	(16.7%)	
4120 ROOM HIRE/MEETING EXPS	2,520	671	2,250	1,579		1,579	29.8%	
4155 MODERN GOV/MTNG DIGITALISATION	8,556	0	9,500	9,500		9,500	0.0%	
4180 ELECTION EXPENSES	13,916	0	15,000	15,000		15,000	0.0%	
4491 TFR TO EARMARKED RES	1,000	0	0	0		0	0.0%	
4495 TFR FROM EARMARKED R	(2,500)	0	0	0		0	0.0%	
4892 C/S STAFF RCHG	52,139	14,065	67,600	53,535		53,535	20.8%	
4893 C/S O'HEAD RCHG	17,053	8,285	19,474	11,189		11,189	42.5%	
DEMOCRATIC REP'N & MGMT :- Indirect Expenditure	104,023	30,605	129,574	98,969	0	98,969	23.6%	0
Net Expenditure	(104,023)	(30,605)	(129,574)	(98,969)				
800 CAPITAL PROJECTS								
1175 ASSET DISPOSALS	1,500	0	0	0			0.0%	
CAPITAL PROJECTS :- Income	1,500	0	0	0				0

Detailed Income & Expenditure by Budget Heading 1 April to 30 June 2023

Month No: 3

Policy, Governance & Finance Committee, 24 July 2023

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4175 Cost of Assets Sold	1,800	0	0	0		0	0.0%	
4176 Cost of Assets Sold - To CAA	(1,800)	0	0	0		0	0.0%	
4291 HP CAPITAL REPAID	4,246	2,358	9,431	7,073		7,073	25.0%	
4295 HP INTEREST PAID	901	394	1,576	1,182		1,182	25.0%	
4490 CAP EXP FUNDED FROM RCP	(87,376)	0	(79,500)	(79,500)		(79,500)	0.0%	
4491 TFR TO EARMARKED RES	171,779	0	79,500	79,500		79,500	0.0%	
4492 TFR TO RENEWALS FUND	43,416	0	28,149	28,149		28,149	0.0%	
4495 TFR FROM EARMARKED R	(78,039)	0	(11,007)	(11,007)		(11,007)	0.0%	
4902 CAP: REFURB C/EXCHANGE	0	0	0	0		0	0.0%	
4907 CAP: C/EX CINEMA EQPT	0	624	0	(624)		(624)	0.0%	
4912 CAP: SPLASHPARK	0	14,900	0	(14,900)		(14,900)	0.0%	
4919 CAP:LAKE & CNTRY PRK	0	1,924	0	(1,924)		(1,924)	0.0%	
4931 CAP:STREET FURNITURE	(0)	0	0	0		0	0.0%	
4938 CAP:QURY RD PLAY EQUI 6-12 YR	0	0	0	0		0	0.0%	
4943 CAP: BURWELL CHANGING ROOMS	2,970	0	0	0		0	0.0%	
4964 CAP:GROUNDS MTCE EQPT	26,376	0	0	0		0	0.0%	
4971 CAP: NEW VEHICLES	(0)	0	0	0		0	0.0%	
4975 CAP:TOWN HALL WORKS	13,444	0	0	0		0	0.0%	
4979 CAP:ALLOTMENTS	0	9,323	0	(9,323)		(9,323)	0.0%	
4991 CAP: WEST WITNEY SPORTS GROUND	9,154	(3,776)	0	3,776		3,776	0.0%	
4996 ASSETS FUNDED FROM GRANTS	(77,752)	0	0	0		0	0.0%	
4998 Assets Capitalised	291,597	0	0	0		0	0.0%	
CAPITAL PROJECTS :- Indirect Expenditure	320,716	25,747	28,149	2,402	0	2,402	91.5%	0
Net Income over Expenditure	(319,216)	(25,747)	(28,149)	(2,402)				
900 ASSET MGMT REVENUE ACCOUNT								
1199 Capital Charges Income	(219,258)	0	0	0		0	0.0%	
4492 TFR TO RENEWALS FUND	7,725	0	0	0		0	0.0%	
ASSET MGMT REVENUE ACCOUNT :- Indirect Expenditure	(211,533)	0	0	0	0	0		0
Net Expenditure	211,533	0	0	0				
Grand Totals:- Income	2,257,433	1,022,820	2,249,010	1,226,190			45.5%	
Expenditure	2,225,472	535,659	2,341,138	1,805,479	0	1,805,479	22.9%	
Net Income over Expenditure	31,960	487,161	(92,128)	(579,289)				
Movement to/(from) Gen Reserve	31,960	487,161						

The Public Sector Deposit Fund

Fund fact sheet – 30 June 2023

Investment objective

To maximise the current income consistent with the preservation of principal and liquidity.

Investment policy

The fund will be invested in a diversified portfolio of high-quality sterling denominated deposits and instruments. All investments at the time of purchase will have the highest short-term credit rating or an equivalent strong long-term rating. The fund is actively managed, which means the authorised corporate director uses their discretion to pick investments, in pursuit of the investment objective.

The weighted average maturity of the investments will not exceed 60 days. The fund will not invest in derivatives or other collective investment schemes.

Target investors

The fund is designed for investors who are looking for capital security and a competitive yield for their short-term investments.

Who can invest?

Any public sector organisation can invest in the fund, but it may be marketed to any retail or professional client.

Responsible investment policy

We monitor our counterparties' environmental, social and governance risk management on a regular basis. Our research utilises external data resources and our in-house Sustainability team.

Key risks

Investors should consider the following risk factors before investing: issuer/credit risk (issuer/financial institution may not pay), market risk (investment value affected by market conditions), operational risk (general business operational risks), maturity profile (timings of investment maturity), liquidity risk (investment in non-readily realisable assets), concentration risk (need for diversification and suitability of investment) and interest rate risk (changes to interest rate affecting income). Please see the fund prospectus for more details.

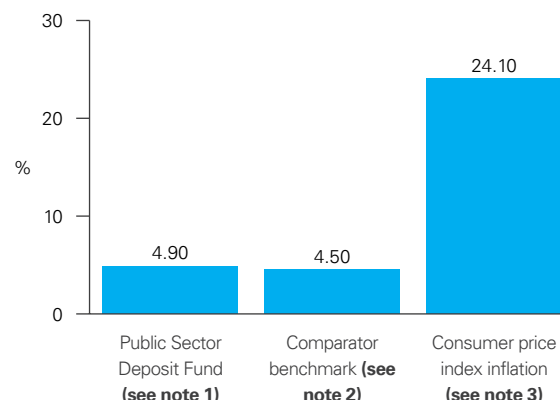
Top 10 counterparty exposures (%)

9.5%	Landesbank Baden-Wuerttemberg
9.5%	Royal Bank of Canada
9.5%	Yorkshire Building Society
7.4%	Nationwide Building Society
6.8%	DBS Bank Limited
3.7%	BNP Paribas
3.7%	Credit Agricole Corporate and Investment Bank
3.7%	Toronto Dominion Bank (The)
3.4%	Sumitomo Mitsui Trust Bank
3.0%	Lloyds Bank Corporate Markets plc

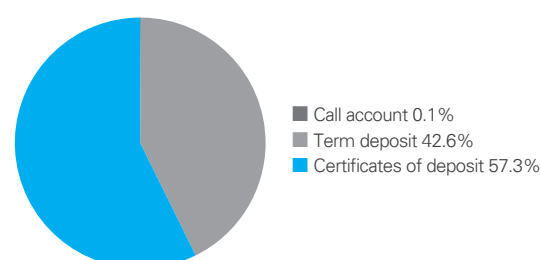
Share class 4 yield as at 30 June 2023

4.79%

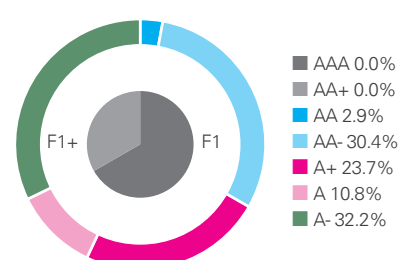
5 years performance



Asset type (%)



Credit rating (%) see note 4



Top 10 country exposures (%)

27.2%	UK
14.5%	Canada
11.8%	Japan
10.8%	Germany
10.8%	Singapore
10.7%	France
5.3%	Sweden
3.1%	Netherlands
2.3%	Australia
1.4%	Denmark

Note 1: Source: CCLA - Performance shown after management fees and other expenses, with the income reinvested. The daily yield on the fund will fluctuate, and past performance is not a reliable indicator of future results. Note 2: From 1 January 2021, the comparator benchmark is the Sterling Overnight Index Average. Before 1 January 2021, the comparator benchmark was the 7-Day Sterling London Interbank Bid Rate. Note 3: consumer price index inflation is lagged one month. Note 4: Using Fitch Ratings methodology.

Income

Average yield over the month	4.57%
Yield at the month-end shown	4.79%

Total return performance by year

	2019	2020	2021	2022	2023
12 months to 30 June					
The Public Sector Deposit Fund	+0.7%	+0.6%	+0.1%	+0.3%	+3.1%
Comparator benchmark	+0.6%	+0.4%	-0.0%	+0.3%	+3.1%
Relative (difference)	+0.1%	+0.2%	+0.1%	+0.0%	+0.0%

Annualised total return performance

	1 year	3 years	5 years
Performance to 30 June			
The Public Sector Deposit Fund	+3.1%	+1.1%	+1.0%
Comparator benchmark	+3.1%	+1.1%	+0.9%
Relative (difference)	+0.0%	+0.0%	+0.1%

Performance shown after management fees and other expenses, with the income reinvested. From 1 January 2021, the comparator benchmark is the Sterling Overnight Index Average. Before 1 January 2021, the comparator benchmark was 7-Day Sterling London Interbank Bid Rate. **Past performance is not a reliable indicator of future results.** Source: CCLA

Market update

Labour markets showed some signs of softening at the margins but remained tight by historical standards. In the UK the unemployment rate nudged upwards by 0.1 percentage point to 3.8%, but wages continued to rise strongly. The annual rate of consumer price inflation (CPI) remained at 8.7% in May, disappointing official forecasters who had been anticipating a lower figure. Policy makers and markets were especially concerned by a further rise in core inflation, which strips out volatile energy and food price movement from the headline rate, and which came in at 7.1% – the highest level since 1992. The Bank of England responded to evidence of the UK's stubborn inflation with a hike of 0.5% in its policy rate, from 4.5% to 5%. Amid signals from central bank officials that further rises were likely to follow, markets moved to price in a peak of over 6% within the next twelve months.

Key facts

Authorised corporate director	CCLA Investment Management Limited
Fund size	£1,480m
Fitch money-market fund rating	AAAmf
Weighted average maturity	47.41 days
Launch date	May 2011
Minimum initial investment	£25,000.00
Minimum subsequent investment	£5,000.00
Dealing day	Each business day (see note 5)
Withdrawals	On demand
Fund domicile	United Kingdom
ISIN (share class 4)	GB00B3LDFH01
Interest payment dates	End of each month
Ongoing charges figure	0.08% (see note 6)

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Note 5: Dealing instructions (including cleared funds for purchases) must be received by 11:30 am.

Note 6: The ongoing charges figure is based on the annual management charge but excludes portfolio transaction costs.

Please refer to <https://www.ccla.co.uk/glossary> for explanations of some of the terminology used in this document.

Risk warning and disclosures

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POLICY, GOVERNANCE & FINANCE COMMITTEE

Date: Monday, 24 July 2023

Title: Spending Committee Financial Matters

Contact Officer: Deputy Town Clerk

Background

It is the Council's usual practice that all matters discussed, and recommendations made by spending Committees which have financial implications, are reported to this committee. This Committee is responsible for the overall fiscal management of the Council.

Current Situation

Climate, Biodiversity & Planning Committee – 13 June 2023

P318 - That, the annual fishing rights charge at Witney Lake be raised to £1,120 including inflation.

Parks & Recreation Committee – 3 July 2023

PR364 – Leys Traffic Calming. The Council recommended that the County Council proceed with new plans for the scheme. A contribution of £5,000 has been pledged to the scheme by the town council.

PR368 – Witney Lawn Tennis Club colour-coating. The Committee recommended that half the cost of the slip-test report commissioned and paid for by the town council be paid to the Club as compensation for the time in which this issue took to resolve.

Halls Cemeteries & Allotments Committee- 10 July 2023

There were no financial implications from decisions made at this meeting.

Stronger Communities Committee – 17 July 2023

SC – Youth Services. The Committee recommended that the youth services grant scheme does not run this year and that £1,200 of the £40,000 budget should be provided to APCAM for the provision of a weekly mental health drop-in service during the summer holidays. The remaining £36,400 would be allocated towards a dedicated youth service offering detached work in the town. A separate confidential report will be presented to this Committee on this matter.

SC – Bus Shelters. The Committee recommended that up to £10,000 be allocated from the Community Infrastructure earmarked reserve towards a joint project with Oxfordshire County Council providing four new/replacement shelters in the town.

Environmental impact

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

Risk

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

All the Council's Committees receive financial reports to conduct its checks and balances and consideration is given to budgets and funding availability when agreeing expenditure.

Financial implications

The report forms part of the Council's mechanisms for budgetary control. Specific financial implications are detailed.

Recommendations

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

- Agreeing the recommendations of the spending committees as detailed above.

POLICY, GOVERNANCE & FINANCE COMMITTEE

Date: Monday, 24 July 2023

Title: Grants & Subsidised Lettings

Contact Officer: Deputy Town Clerk

Background

In addition to a discretionary grants budget which is dispersed bi-annually in June and January, the Council holds specific budgets for certain groups or organisations in Witney.

These organisations are able to request annual amounts for the services or events they provide the town council and the town in general.

Current Situation

The following applications have been submitted for consideration:

Annual Grants

1. Witney Town Band

A request for £660 has been received for the current year. Awarding of this grant covers running costs and performances by the Band at events during the Council's year including, Remembrance Sunday, St George's Day Parade and the Mayor's Carols Service.

2. Rotary Club of Witney – Christmas Lights Switch-on Event

A request for £2,100 has been received to provide entertainment, stalls and technical support for switching on the Christmas Lights in Witney for 2023.

Note: The Stronger Communities Committee resolved the Christmas Lights Switch-on event should be held along previous lines at its meeting on 12 June 2023. The Rotary Club of Witney accepted the invitation to run and manage the switch on event, leading to this application.

Environmental impact

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

Risk

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

Financial implications

At the Annual Council Meeting held on 17 May 2023, the Council invoked the General Power of Competence under which the ability to award these grants is made.

Both annual grant requests can be funded from their allocated budget lines:

- Christmas Lights Switch-On Event (4104/408)
- Witney Town Band (4112/408)

Recommendations

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

1. The annual grant requests from Witney Town Band and the Rotary Club of Witney for the Christmas Lights switch-on event.



WITNEY TOWN COUNCIL

Grant-aid to Local Organisations APPLICATION FORM

(PLEASE COMPLETE THE FORM IN BLOCK CAPITALS)

(1) Your Organisation			
Name of Organisation		Witney Town Band	
Correspondence Address		[REDACTED]	
Post Code	[REDACTED]	Tel No.	[REDACTED]
Contact Name	Jon Warwick		
Position in Organisation	Treasurer (i.e. Chairman, Treasurer, Secretary)		
Registered Charity	NO	Registration No.	
<p><i>What are the activities and/or aims of the organisation:</i></p> <p>Witney Town Band (WTB) is a community brass band with approx. 30 members and welcome all new players. We are an enthusiastic group of amateur local musicians who rehearse for two hours every Tuesday evening in the Witney Methodist Hall. We play a wide repertoire of music, from traditional Brass Band fare to the contemporary, and popular movie themes. The focus is always for enjoyment and to entertain an audience, although we also rehearse in order to master the technical challenges of competition test pieces. Whilst competition has an important role to improve playing ability, the main aim of the band is to provide entertainment, and we are proud to represent the local community.</p>			
(2) Membership			
How many members do you have?		30	
Approximately how many of your members live in Witney?		Almost all members live in Witney or in the surrounding area.	
Is membership restricted in any way?		No	
What is your annual subscription, if any?		Nil	
Are you affiliated to a national organisation?		We pay membership to the Oxfordshire	

If so, which one?	District Brass Band Association (ODDBA)		
Local venue/meeting place	Witney Methodist Hall		
(3) Grants			
<p>Purpose for which the grant is required:</p> <p>(1) To help finance the routine functioning of the band, and the grant will supplement the income received from our performances. There are fixed costs relating to Methodist Hall rental, insurance, and expenses for the Musical Director. Variable costs relate to music purchase, travel expenses, competition entry, and instrument purchase & maintenance.</p> <p>(2) The band will be delighted to perform at 3 civic functions: the Remembrance Day parade, St George's Day parade and the Mayor's Christmas Carol Service are important dates in our diaries. The normal fee charged by the band for such events is £220, and so our grant application this year reflects this.</p>			
Amount of grant applied for	£660		
Has your organisation previously applied to the Town Council for a grant?			YES
If YES please give details	2022 annual grant application for £660		
Have you applied for a grant to any other body or organisation?			NO
If YES please give details			
(4) Financial			
<p><i>Please enclose a copy of your latest audited accounts, a financial projection for the period following the balance sheet or a Business Plan if a new organisation.</i></p> <p>As a community society we do not have audited accounts. Neither do we intend to generate profit, or file tax returns. We are not a business. We do produce a Treasurer's annual report that is made available to all members at our AGM (attached).</p>			
(5) Fundraising			
<p>What fundraising events or activities will your organisation be holding this year?</p> <p>A program of performance for both public and private functions.</p>			
(6) General			
<p>Recipients of a grant from the Town Council should acknowledge the fact on all relevant literature.</p>			

Please provide or attach any additional information which may assist the Council in reaching its decision.

WTB does not charge subscriptions to its members, but we rely on generating sufficient income through performance. A community band that is free to join, participate in and enjoy is an important part of its ethos. We are a band that loves to perform, be it local fetes, community events, dinner nights, or our own shows. Due to the tragic consequences of the recent pandemic, the band's performance calendar remains reduced and has had a marked effect on the band's finances. Our current account balance remains approx. 1/3rd of its pre-pandemic level. As the band's treasurer I have some concern that we need a more comfortable "cushion" to meet any unexpected costs, and I try to do all I can to optimise the band's income. One obvious factor is to ensure we are adequately paid for any performance that we undertake, and £220 per local event is our commercial rate that we feel is fair and reasonable. The annual grant from WTC has an expectation that we perform at 3 events during the year, and so our annual grant application reflects this.

I certify that the above information is true to the best of my knowledge and belief, and that I am authorised to make this application for Grant-aid.

Signed: Jon Warwick

Date: 08/7/23

Please return your completed application form to the address overleaf, for the attention of the TOWN CLERK

For office use only:			
Acknowledged		Previously Applied	
Grant Aid Awarded/Amount	Y / N	Chq No.	

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WITNEY TOWN COUNCIL

Grant-aid to Local Organisations APPLICATION FORM

(PLEASE COMPLETE THE FORM IN BLOCK CAPITALS)

(1) Your Organisation

Name of Organisation	Rotary Club of Witney		
Registered Address*			
Post Code		Tel No.	
Contact Name	Brian Wright		
Position in Organisation	Chair Christmas Lights Committee (i.e. Chairman, Treasurer, Secretary)		
Registered Charity	YES/NO	Registration No.	1028759

What are the activities and/or aims of the organisation:

The aims are to serve the needs of the community, both locally and internationally, by fund raising and running events for charity.

(2) Membership

How many members do you have?	34
Approximately how many of your members live in Witney?	27
Is membership restricted in any way?	No
What is your annual subscription, if any?	£110
Are you affiliated to a national organisation? If so, which one?	Rotary International
Local venue/meeting place	Blue Boar Market Square

(3) Grants

Purpose for which the grant is required:

To provide entertainment, stalls and technical support for switching on the Christmas Lights.

Amount of grant applied for

£ 2100

Has your organisation previously applied to the Town Council for a grant?

YES/NO

If YES please give details

Same event in previous years

Have you applied for a grant to any other body or organisation?

YES/NO

If YES please give details

(4) Financial

Please enclose a copy of your latest audited accounts, a financial projection for the period following the balance sheet or a Business Plan if a new organisation.

(5) Fundraising

What fundraising events or activities will your organisation be holding this year?

Children in Need, Witney Carnival, Santa's Sleigh, street collections

(6) General

Recipients of a grant from the Town Council should acknowledge the fact on all relevant literature.

Please provide or attach any additional information which may assist the Council in reaching its decision.

I certify that the above information is true to the best of my knowledge and belief, and that I am authorised to make this application for Grant-aid.

Signed: Brian Wright

Date: 05/07/2023

Please return your completed application form to the address overleaf, for the attention of the TOWN CLERK

For office use only:			
Acknowledged		Previously Applied	
Grant Aid Awarded/Amount	Y / N	Chq No.	

*Please note that if your address and telephone number are personal information and not that of the company or organisation, please complete the form below which will not be published on our website and will be held in accordance with GPDR regulations. By submitting this form, you are agreeing to the Town Council storing your personal information.

Address for correspondence:	
Telephone number:	
E mail address:	

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