

## STRONGER COMMUNITIES COMMITTEE

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**Date:** Monday 17 July 2023  
**Title:** Finance Report  
**Contact Officer:** Responsible Financial Officer (RFO)

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***Should Members have any queries about this report advance notice would be appreciated, in writing, by 5pm on the Friday before the meeting to allow for a full response at the meeting.***

### **BACKGROUND**

Detailed income and expenditure statements for budgets which are the responsibility of this committee are enclosed; these are the management accounts for this committee. The period to which this report relates is 1 April 2023 to 31 May 2023.

For the Stronger Communities Committee, the following cost centres are in place. Cost centres, comprising three digits, typically representing a discrete service entity, to which income and expenditure is allocated against previously agreed revenue budgets.

For the Stronger Communities Committee, the following cost centres are in place:

Cost centre	Service
402	Community Infrastructure
408	Community Activities

Within each cost centre income and expenditure is then allocated to a four-digit nominal ledger code; these codes are common across the cost centres. Nominal ledger codes further define the costs associated with the cost centre and correspond to a specific type of account, such as materials or staffing costs. Codes commencing with "1" are income codes; codes commencing with "4" are expenditure codes.

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

### **CURRENT SITUATION**

Council financial years run from 1 April to 31 March following. Consequently, the management accounts to 31 May represent only the first two months of the 2023/24 year. Being so early in the new financial year means that the reports do not as yet yield much meaningful information but if there were significant variances against the agreed budgets these would be reported even at this early stage; as yet there are no such variances for this committee for 2023/24.

However, the following should be noted:

- Page 1: Community Infrastructure – expenses recovered (code 1052/402) £667 relates to payment to the Council for a memorial bench.
- Page 1: Community Infrastructure – grants received (code 1170/402). £4,020 relates to a grant from West Oxfordshire District Council in relation to Community Clean Up.
- Page 1: Community Infrastructure – donations received (code 1171/402). £2,300 relates to donation received from Town Hall Charity towards expenses relating to the Buttercross Clock.
- Page 1: Community Infrastructure – Christmas lights etc (code 4105/402). £14,302 relates to deposit payment for the 2023 display (40%).
- Page 2: Community Activities – Rotary Club grant for Carnival and Christmas lights switch on event. £2,100 paid from budget of £4,500 towards the Carnival. Note additional support by way of the subsidised letting of the Leys, amounting to £1,661.50 will show against Leys' expenditure (code 4110/202, Halls, Cemeteries and Allotments Committee July 2023/month 4).
- Report generally – 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.

Note also:

1. 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.
2. 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 will also be similar patterns on the income side such as football and cricket fees paid, which are seasonal.

## **ENVIRONMENTAL IMPACT**

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

Officers are continually assessing the environmental impact of services and assets to ensure that where possible measures are taken to support the Council's climate declaration of carbon neutrality by 2028. This extends to the procurement of goods and services.

### **RISK**

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

Members are reminded that collectively they are custodians of the public purse with most of the funding coming from the taxpayers of Witney. Therefore, Officers ensure they get best value, value for money, and comply with the Council's Standing Orders, Financial Regulations, and Procurement Policy.

### **FINANCIAL IMPLICATIONS**

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

### **RECOMMENDATION**

Members are invited to note the report.