



PATCHWAY TOWN COUNCIL
Callicroft House, Patchway, Bristol, BS34 5DQ
www.patchwaytowncouncil.gov.uk

Thursday 7th December 2023.

Dear Cllr Sam Scott, Cllr Dayley Lawrence, Cllr Patrick Cottrell, Cllr Natalie Field, Cllr Eric Gordon and Cllr Jenny James

You are summoned to attend the meeting of Patchway Town Council's Finance Committee on Tuesday 12th December 2023 at 7pm at Callicroft House, Patchway and the agenda is provided below.

Yours sincerely,

Jack Turner BA.Hons. Cert.CILCA. PSLCC.
Locum Clerk

AGENDA

1. To receive questions from the members of the public present, with respect to business on the agenda in accordance with Standing Order 4E.
2. To receive any apologies for absence.
3. To receive any declarations of interest and to consider any requests for dispensations for this meeting.
4. To approve the minutes of the Finance Committee held on Tuesday 3rd October 2023.
5. To receive a presentation from Derek Kemp of DCK Accounting regarding Patchway Town Council's budget proposal# for the financial year 2024-2025.

Please note that the budget has been considered by Patchway Town Council's committees in July and October as well as a detailed review by the Locum Clerk, RFO and Derek Kemp.

6. To note that the meeting dates of the Finance Committee will be held on:
Tuesday 9th January 2024 at 7.00pm
Tuesday 9th April 2024 at 7.00pm

Patchway is Twinned with Clermont l'Herault and Gauting.



PATCHWAY TOWN COUNCIL

Minutes of the Finance committee meeting held on Tuesday 3rd October 2023 at 19:00 at Callicroft House, Patchway.

Councillors:	Cllr S Scott (Chairman), P Cottrell, N Field, J James
In attendance:	Cllr T Scott, Cllr R Loveridge, Cllr P Knight, J Watkins (Deputy Town Clerk & RFO)
Members of the Public:	Denise Lansdown, Mike Lansdown (both Snack Attacks)
Absent:	None.

As the time was 19:00, the Chair, Cllr S Scott called the meeting to order and informed all participants that the meeting would be recorded in line with The Openness of Local Government Regulations 2014 (SI2014/2095) and Patchway Town Council's protocol on the filming and recording of Town Council, Committee and Sub-Committee meetings.

02/10/2023-No 1. To receive questions from the members of the public present, with respect to business on the agenda in accordance with Standing Order 4E.

None received.

02/10/2023-No 2. To receive any apologies for absence.

The committee noted apologies from Cllr Dayley Lawrence (work commitments).

02/10/2023-No 3. To receive any declarations of interest and to consider any requests for dispensations for this meeting.

Any member having a disclosable pecuniary interest in a matter to be discussed should declare it during the meeting as specified in the Code of Conduct required by the Localism Act 2011 Section 27 and should leave the room while the matter was discussed.

02/10/2023-No 4. To approve the minutes of the Finance committee on Tuesday 11th July 2023.

RESOLVED: It was agreed to approve the minutes and note the Clerk's report with one abstention.

02/10/2023-No 5. To receive and consider the Financial Reports for Quarter 2 of the current financial year

The Committee noted the Financial Reports for July 2023 and August 2023, noting that September would be considered at the next meeting.

02/10/2023-No 6. To review the budget for the 2024-2025 Financial Year.

- a) **Centre 100 – Income**
No changes were made on this cost centre.
- b) **Centre 110 – Establishment**
No changes were made on this cost centre.
- c) **Centre 120 – Civic/Democratic**
The Committee commented that the Mayor's Allowance should sit in the 410 Grants cost centre. The Committee also commented that a separate expenditure code for Twinning should be introduced with a £1000 budget.
- d) **Centre 200 – Callicroft House**
No changes were made on this cost centre.
- e) **Centre 210 - Casson Centre**
No changes were made on this cost centre.

- f) **Centre 220 – Burials**
No changes were made on this cost centre.
- g) **Centre 300 – Patchway Community Centre**
No changes were made on this cost centre.
- h) **Centre 310 – Coniston Community Centre**
No changes were made on this cost centre.
- i) **Centre 320 – Rodway Road**
No changes were made on this cost centre.
- j) **Centre 400 – Youth & Community**
No changes were made on this cost centre.
- k) **Centre 410 – Grants**
No changes were made on this cost centre.
- l) **Centre 500 – Scott Park**
No changes were made on this cost centre.
- m) **Centre 510 – Sports and Social Club**
No changes were made on this cost centre.
- n) **Centre 600 – Allotments**
No changes were made on this cost centre.
- o) **Centre 700 – Tumps**
No changes were made on this cost centre.
- p) **Centre 710 – Play Areas**
No changes were made on this cost centre.
- q) **Centre 720 – Open Spaces**
No changes were made on this cost centre.
- r) **Centre 800 – Street Furniture**
No changes were made on this cost centre.
- s) **Centre 900 – Capital and Projects**
No changes were made on this cost centre.

RESOLVED: It was unanimously agreed to recommend to Full Council that Patchway Town Council move forward to the next stage of the 2024-2025 budgeting process.

02/10/2023 -No 7. To note the report on income received from Patchway Town Council's facilities.

The Committee noted the report on income particularly the increase in sports facilities income and forward projections.

02/10/2023 -No 8. note that the meeting dates of the Finance Committee 2023 – 2024 will be held on:

Tuesday 14th November 2023 at 7.00pm (if there is sufficient business)

Tuesday 12th December 2023 at 7.00pm (if there is sufficient business)

Tuesday 9th January 2024 at 7.00pm

Tuesday 9th April 2024 at 7.00pm

The Committee noted the meeting dates of the Finance Committee 2023 – 24.

02/10/2023 -No 9. To resolve that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations, the public and press be excluded during consideration of the following agenda items.

RESOLVED: It was unanimously agreed to exclude the public and the press for the below items.

02/10/2023 -No 10. To receive Snack Attacks' (Norman Scott Park Café License Holder) quarterly accounts for both quarters of the current financial year.

Proprietor of Snack Attacks in the Park café, Denise Lansdown, presented the business accounts for Q4 2022/2023 and Q1 and Q2 2023/2024 to the Committee.

The Committee thanked Mrs Lansdown for attending the meeting and presenting the accounts. The Committee noted the tightly balanced position of the accounts.

The Council noted feedback from Mrs Lansdown on negative comments made about her business in the open session of the Full Council Meeting on 19 September 2023. Councillors apologised to Mrs Lansdown.

The meeting was closed at 19.58

DRAFT

	2023-24		2024-25	Budget Incr/Decr	
	Projected	Budgeted (Revised)	Proposed	£	%
REVENUE EXPENDITURE					
Establishment	283,453	303,776	313,350	9,574	3.15%
Civic/Democratic	14,497	10,250	4,700	-5,550	-54.15%
Callicroft House	17,110	16,800	16,620	-180	-1.07%
Casson Centre	5,745	6,700	6,370	-330	-4.93%
Burials	24,154	24,154	24,154	0	0.00%
Coniston (excl Loan)	1,350	1,000	1,500	500	50.00%
Rodway Road	1,000	1,500	1,000	-500	-33.33%
Youth & Community	21,303	7,500	15,000	7,500	100.00%
Grants	4,500	7,500	5,000	-2,500	-33.33%
Scott Park	65,417	35,700	50,915	15,215	42.62%
Allotments	1,454	500	800	300	60.00%
Tumps	713	750	750	0	0.00%
Play Area	3,100	3,100	3,100	0	0.00%
Open Spaces Admin	30,990	26,630	30,000	3,370	12.65%
Street Furniture & Transport	788	500	500	0	0.00%
	<u>475,574</u>	<u>446,360</u>	<u>473,759</u>	<u>27,399</u>	6.14%
INCOME					
Interest & Income	10,500	7,000	12,000	5,000	
Establishment	4	0	0	0	
Civic/Democratic	1,412	0	0	0	
Callicroft House	100	500	525	25	
Casson Centre	4,296	2,000	5,775	3,775	
Burials	20,828	20,828	20,828	0	0.00%
Patchway	2	2	2	0	
Coniston	1	1	1	0	
Youth & Community	8,280	0	0	0	
Scott Park	61,997	53,900	58,395	4,495	
Sports & Social Club	11,840	11,840	11,840	0	
Allotments	2,598	2,500	2,500	0	
Tumps	30	30	30	0	
Street Furniture & Transport	1,292	0	0	0	
	<u>123,180</u>	<u>98,601</u>	<u>111,896</u>	<u>13,295</u>	13.48%
NET REVENUE EXPENDITURE	<u>352,394</u>	<u>347,759</u>	<u>361,863</u>	<u>14,104</u>	4.06%
CAPITAL & PROJECT EXPENDITURE					
Coniston Loan Charges	20,354	20,939	19,524	-1,415	-6.76%
Pavilion Loan Charges	31,423	31,500	31,423	-77	
AWJBC Loan Charges	7,100	7,800	14,249	6,449	
PWLB Loan Repayment					
HP Charges	17,102	19,500	21,458	1,958	
Capital Income	-162,622	-100,000			
Capital Provision	154,186	137,773	50,000	-87,773	-63.71%
	<u>67,543</u>	<u>117,512</u>	<u>136,654</u>	<u>-80,858</u>	-68.81%
TOTAL NET EXPENDITURE	<u>419,937</u>	<u>465,271</u>	<u>498,517</u>	<u>-66,754</u>	-14.35%
Financed as follows					
Reserves at 1st April	-47,159	5,572	73,175		
Reserves at 31st March	<u>73,175</u>	<u>80,572</u>	<u>90,466</u>	**	
Used to Fund Expenditure\ (added to Gen Rsv)	-120,334	-75000	-17291		
Precept Support Grant	0	0	0	0	
Precept Required	540,271	540,271	515,808	-24,463	-4.53%
Total Taxation Funding Required	<u>540,271</u>	<u>540,271</u>	<u>515,808</u>	<u>-24,463</u>	-4.53%
	<u>419,937</u>	<u>465,271</u>	<u>498,517</u>	<u>-66,754</u>	-14.35%
ADJUSTED BASIS					
Band D Equivalents		2,332	2,282	Advised	-2.14%
Precept per Band D Equivalent (£/annum)	£	231.68	£226.03	-£5.65	-2.44%
Precept per Band D Equivalent (p/week)		444.32	433.48	-11 p	

****Note:** Recommended minimum reserve equal to 3 months net revenue expenditure

88,099	86,940	90,466
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Annual Budget - By Centre (Actual YTD Month 9)

Note: Patchway Town Council Recommended Budget

	<u>Last Year Actual</u>		<u>Current Year 2023/24</u>			<u>Recommended Budget 2024/25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
100	Income								
1075	Sale of Assets	0	0	2,500	2,500	0	0	0	0
1076	Precept	816,643	816,643	540,271	540,271	0	515,808	0	0
1090	Interest Received	500	5,834	7,000	6,666	8,175	12,000	0	0
1100	CIL Payment	0	0	0	18,697	18,697	0	0	0
	Total Income	817,143	822,477	547,271	568,134	569,643	527,808	0	0
4220	IT Services & Software	0	0	0	100	100	0	0	0
4230	Equipment	0	0	0	75	75	0	0	0
5900	Transfer to EMR	0	0	0	18,697	18,697	0	0	0
	Overhead Expenditure	0	0	0	18,872	18,872	0	0	0
	Movement to/(from) Gen Reserve	817,143	822,477	547,271	549,262	550,771	527,808		
110	Establishment								
1990	Other Income	0	0	0	0	4	0	0	0
	Total Income	0	0	0	0	4	0	0	0
4001	Admin Salary Costs	98,644	109,605	113,008	65,885	114,906	145,870	0	0
4002	Groundstaff Salary Costs	116,100	142,291	168,021	85,552	141,179	146,000	0	0
4031	Pension Lump Sum	-10,600	-10,600	-6,600	-4,400	-6,600	-6,900	0	0
4040	Staff Travel	100	101	0	0	0	0	0	0
4060	Staff other Expenses	1,000	459	200	534	1,000	200	0	0
4090	Staff Training	2,000	3,277	2,000	2,253	2,000	1,000	0	0
4091	Recruitment Advertising	0	0	0	1,290	2,400	0	0	0

Patchway Town Council 2023/24
Annual Budget - By Centre (Actual YTD Month 9)

Note: Patchway Town Council Recommended Budget

	<u>Last Year Actual</u>		<u>Current Year 2023/24</u>			<u>Recommended Budget 2024/25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4110 Bank Charges	750	1,064	800	533	850	0	880	0	0
4115 Social Media Budget	100	0	0	0	0	0	0	0	0
4120 Audit Fees	2,890	3,540	2,220	-60	2,640	0	2,287	0	0
4121 Accountancy Support fees	13,000	6,196	6,000	3,163	6,000	0	6,180	0	0
4130 Professional Fees	1,000	325	0	575	100	0	0	0	0
4140 Legal Fees	1,000	968	0	0	0	0	0	0	0
4150 Subscriptions & Memberships	2,500	2,670	2,500	2,409	2,500	0	2,750	0	0
4160 Insurance	7,500	7,782	5,827	3,837	5,116	0	5,200	0	0
4170 Stationery & Printing	2,000	2,582	1,000	1,403	1,512	0	1,000	0	0
4180 Postage	200	72	50	398	50	0	50	0	0
4200 Broadband	550	824	900	622	800	0	900	0	0
4210 Mobile Telephone	600	767	850	1,189	2,000	0	850	0	0
4220 IT Services & Software	4,500	5,009	4,500	3,537	4,500	0	5,083	0	0
4230 Equipment	2,500	2,325	2,500	1,282	2,500	0	2,000	0	0
4240 Property Maintenance	0	0	0	18	0	0	0	0	0
	<u>246,334</u>	<u>279,255</u>	<u>303,776</u>	<u>170,019</u>	<u>283,453</u>	<u>0</u>	<u>313,350</u>	<u>0</u>	<u>0</u>
	<u>(246,334)</u>	<u>(279,255)</u>	<u>(303,776)</u>	<u>(170,019)</u>	<u>(283,449)</u>		<u>(313,350)</u>		
120 Civic/Democratic									
1700 Grants & Donation Received	0	750	0	1,521	1,412	0	0	0	0
	<u>0</u>	<u>750</u>	<u>0</u>	<u>1,521</u>	<u>1,412</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Income									
4300 Mayoral Allowance	0	0	500	250	0	0	100	0	0
4310 Councillor's Training	500	150	1,000	96	100	0	250	0	0

Patchway Town Council 2023/24

Annual Budget - By Centre (Actual YTD Month 9)

Note: Patchway Town Council Recommended Budget

	Last Year Actual		Current Year 2023/24			Recommended Budget 2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4330 Civic Regalia	0	0	0	1,354	1,354	0	0	0	0
4340 Civic Fund	1,500	3,496	1,500	5,080	5,500	0	1,500	0	0
4341 Queens Platinum Jubilee	11,200	14,694	0	0	0	0	0	0	0
4343 Twinning	0	0	0	0	0	0	1,000	0	0
4345 Local Council Award Scheme	75	0	0	0	0	0	0	0	0
4350 Elections	3,000	0	7,250	8,293	8,293	0	1,850	0	0
5900 Transfer to EMR	0	0	0	500	0	0	0	0	0
5910 Transfer from EMR	0	-6,154	0	-750	-750	0	0	0	0
Overhead Expenditure	16,275	12,185	10,250	14,823	14,497	0	4,700	0	0
Movement to/(from) Gen Reserve	(16,275)	(11,435)	(10,250)	(13,302)	(13,085)		(4,700)		
Callicroft House									
1400 Callicroft House Income	400	120	500	136	100	0	525	0	0
Total Income	400	120	500	136	100	0	525	0	0
4235 Property Security\Caretaking	600	0	0	0	0	0	0	0	0
4240 Property Maintenance	4,500	6,521	3,500	2,443	3,500	0	3,500	0	0
4245 Janitorial	100	175	0	0	0	0	0	0	0
4410 Rates	8,250	8,209	8,800	7,610	7,610	0	8,120	0	0
4430 Utilities	5,000	5,786	4,500	2,949	6,000	0	5,000	0	0
Overhead Expenditure	18,450	20,690	16,800	13,002	17,110	0	16,620	0	0
Movement to/(from) Gen Reserve	(18,050)	(20,570)	(16,300)	(12,865)	(17,010)		(16,095)		
210 Casson Centre									

Annual Budget - By Centre (Actual YTD Month 9)

Note: Patchway Town Council Recommended Budget

	Last Year Actual		Current Year 2023/24				Recommended Budget 2024/25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1410 Casson Centre Income	1,200	792	2,000	1,724	3,796	0	5,775	0	0
1700 Grants & Donation Received	0	0	0	500	500	0	0	0	0
Total Income	1,200	792	2,000	2,224	4,296	0	5,775	0	0
4220 IT Services & Software	0	0	0	159	159	0	200	0	0
4235 Property Security\Caretaking	350	0	0	0	0	0	0	0	0
4240 Property Maintenance	4,500	6,180	3,500	2,644	3,500	0	3,500	0	0
4410 Rates	1,700	1,522	1,700	1,098	1,098	0	1,165	0	0
4430 Utilities	1,000	801	1,500	1,157	2,000	0	1,500	0	0
4991 Stripe charge	0	3	0	2	5	0	5	0	0
5910 Transfer from EMR	0	0	0	-1,017	-1,017	0	0	0	0
Overhead Expenditure	7,550	8,507	6,700	4,043	5,745	0	6,370	0	0
Movement to/(from) Gen Reserve	(6,350)	(7,714)	(4,700)	(1,819)	(1,449)		(595)		
220 Burials									
1031 AJBC Income (50%)	20,325	23,178	20,828	0	20,828	0	20,828	0	0
Total Income	20,325	23,178	20,828	0	20,828	0	20,828	0	0
4501 AJBC Staff Costs (50%)	17,520	22,684	18,076	0	18,076	0	18,076	0	0
4511 AJBC Other Costs (50%)	4,605	9,975	9,148	3,325	9,148	0	9,148	0	0
5900 Transfer to EMR	0	2,927	3,326	0	3,326	0	3,326	0	0
5910 Transfer from EMR	0	-9,482	-6,396	0	-6,396	0	-6,396	0	0
Overhead Expenditure	22,125	26,105	24,154	3,325	24,154	0	24,154	0	0
Movement to/(from) Gen Reserve	(1,800)	(2,927)	(3,326)	(3,325)	(3,326)		(3,326)		

Patchway Town Council 2023/24
Annual Budget - By Centre (Actual YTD Month 9)
Note: Patchway Town Council Recommended Budget

	<u>Last Year Actual</u>		<u>Current Year 2023/24</u>			<u>Recommended Budget 2024/25</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>300 Patchway</u>									
1416 Patchway CC Ground Rent	2	2	2	2	2	0	2	0	0
Total Income	2	2	2	2	2	0	2	0	0
4240 Property Maintenance	0	113	0	0	0	0	0	0	0
Overhead Expenditure	0	113	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	2	(111)	2	2	2		2		
<u>310 Coniston</u>									
1415 Coniston Ground Rent	1	1	1	1	1	0	1	0	0
Total Income	1	1	1	1	1	0	1	0	0
4610 Ground Rent	1,000	750	1,000	750	1,000	0	1,000	0	0
4620 PWLB Repayment	21,757	21,151	20,939	18,826	20,354	0	19,524	0	0
Overhead Expenditure	22,757	21,901	21,939	19,576	21,354	0	20,524	0	0
Movement to/(from) Gen Reserve	(22,756)	(21,900)	(21,938)	(19,575)	(21,353)		(20,523)		
<u>320 Rodway Road</u>									
4650 CCTV	1,000	576	1,000	445	1,000	0	1,000	0	0
5320 Christmas Decoration	3,000	3,000	0	0	0	0	0	0	0
5330 Planter and Tree Maintenance	750	229	500	0	350	0	500	0	0
Overhead Expenditure	4,750	3,805	1,500	445	1,350	0	1,500	0	0
Movement to/(from) Gen Reserve	(4,750)	(3,805)	(1,500)	(445)	(1,350)		(1,500)		

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Patchway Town Council Recommended Budget

	Last Year Actual		Current Year 2023/24			Recommended Budget 2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
330	<u>Charlton Hayes</u>								
4230	1,500	0	0	0	0	0	0	0	0
5320	2,500	0	0	0	0	0	0	0	0
	4,000	0	0	0	0	0	0	0	0
	(4,000)	0	0	0	0	0	0	0	0
	Overhead Expenditure								
	Movement to/(from) Gen Reserve								
340	<u>The Parade</u>								
5320	2,000	2,000	0	0	0	0	0	0	0
5350	1,500	0	0	0	0	0	0	0	0
	3,500	2,000	0	0	0	0	0	0	0
	(3,500)	(2,000)	0	0	0	0	0	0	0
	Overhead Expenditure								
	Movement to/(from) Gen Reserve								
400	<u>Youth & Community</u>								
1700	0	5,704	0	8,280	8,280	0	0	0	0
	0	5,704	0	8,280	8,280	0	0	0	0
	Total Income								
4240	0	0	0	181	181	0	0	0	0
4270	0	1,159	0	0	0	0	0	0	0
4752	0	2,015	0	4,064	4,064	0	0	0	0
4867	0	10,570	7,500	21,087	20,000	0	10,000	0	0
4868	200	0	0	0	0	0	0	0	0
4869	15,000	10,538	0	960	960	0	5,000	0	0
4991	0	0	0	1	1	0	0	0	0
5900	0	5,670	0	0	0	0	0	0	0

Annual Budget - By Centre (Actual YTD Month 9)

Note: Patchway Town Council Recommended Budget

	Last Year Actual		Current Year 2023/24			Recommended Budget 2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
5910	0	-1,350	0	-3,903	-3,903	0	0	0	0
	15,200	28,602	7,500	22,389	21,303	0	15,000	0	0
	(15,200)	(22,898)	(7,500)	(14,109)	(13,023)		(15,000)		
410 GRANTS									
4600	10,000	3,236	7,500	4,200	4,500	0	5,000	0	0
4605	6,000	0	0	0	0	0	0	0	0
	16,000	3,236	7,500	4,200	4,500	0	5,000	0	0
	(16,000)	(3,236)	(7,500)	(4,200)	(4,500)		(5,000)		
500 Scott Park									
1450	0	7,464	15,000	14,627	5,000	0	10,000	0	0
1500	0	30	0	0	0	0	0	0	0
1510	7,500	10,973	8,500	4,632	12,675	0	12,075	0	0
1520	15,000	25,669	22,000	22,305	29,022	0	27,500	0	0
1530	0	3,500	8,400	5,600	8,400	0	8,820	0	0
1700	0	1,600	0	-600	-600	0	0	0	0
1990	0	0	0	5,379	7,500	0	0	0	0
	22,500	49,236	53,900	51,943	61,997	0	58,395	0	0
Total Income									
4140	0	2,000	0	0	0	0	0	0	0
4160	2,000	1,844	2,000	2,132	2,132	0	2,250	0	0
4220	0	1,800	2,000	0	2,000	0	2,000	0	0
4230	0	487	0	-244	-244	0	0	0	0

Patchway Town Council 2023/24

Annual Budget - By Centre (Actual YTD Month 9)

Note: Patchway Town Council Recommended Budget

	Last Year Actual		Current Year 2023/24			Recommended Budget 2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4235 Property Security/Caretaking	1,500	660	0	-6	-6	0	0	0	0
4240 Property Maintenance	2,500	8,605	3,500	10,974	18,000	0	5,000	0	0
4245 Janitorial	100	0	0	0	0	0	0	0	0
4410 Rates	2,675	2,595	2,850	3,105	3,105	0	3,315	0	0
4430 Utilities	1,500	2,412	5,250	21,925	20,000	0	16,500	0	0
4650 CCTV	1,000	847	1,000	0	1,000	0	2,500	0	0
4930 Petrol and Diesel	1,500	4,210	3,000	2,893	3,000	0	3,500	0	0
4935 Machinery Repair	2,000	960	0	0	0	0	0	0	0
4940 Machinery Maintenance/Repair	2,000	4,588	3,000	2,719	3,000	0	3,000	0	0
4945 Maintenance - Sports Facilitie	11,500	4,615	7,500	5,223	6,000	0	5,850	0	0
4950 Machinery & Tools	500	2,536	600	2,168	1,500	0	2,500	0	0
4960 Tree Planting & Landscaping	0	65	0	0	0	0	0	0	0
4965 Maintenance - Play Equipment	2,000	888	1,000	0	1,000	0	1,000	0	0
4970 Fencing	1,500	2,914	1,500	395	1,000	0	1,500	0	0
4975 Skip	13,860	18,520	0	0	0	0	0	0	0
4990 Lighting	0	500	0	0	0	0	0	0	0
4991 Stripe charge	0	347	0	353	600	0	500	0	0
4992 Scott Park Tree Maintenance	1,250	1,290	500	986	500	0	500	0	0
4995 Staff Uniform	500	1,555	1,500	751	1,500	0	500	0	0
4997 Sports Equipment	500	419	500	145	500	0	500	0	0
4998 Access Gates	2,000	2,960	0	0	0	0	0	0	0
4999 Portable Changing Rooms	9,000	1,757	0	0	0	0	0	0	0
5300 Litter Bins	0	612	0	0	0	0	0	0	0
5330 Planter and Tree Maintenance	0	0	0	798	800	0	0	0	0

Annual Budget - By Centre (Actual YTD Month 9)

Note: Patchway Town Council Recommended Budget

	Last Year Actual		Current Year 2023/24			Recommended Budget 2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
5333 Signage Repair/Replace	0	123	0	30	30	0	0	0	0
Overhead Expenditure									
Movement to/(from) Gen Reserve	59,385	70,111	35,700	54,346	65,417	0	50,915	0	0
	(36,885)	(20,875)	18,200	(2,404)	(3,420)		7,480		
510 Sports and Social Club									
1500 Social Club Income	11,840	11,837	11,840	6,905	11,840	0	11,840	0	0
Total Income	11,840	11,837	11,840	6,905	11,840	0	11,840	0	0
Movement to/(from) Gen Reserve	11,840	11,836	11,840	6,905	11,840		11,840		
600 Allotments									
1440 Allotment Rents	2,500	2,395	2,500	2,454	2,500	0	2,500	0	0
1990 Other Income	0	0	0	98	98	0	0	0	0
Total Income	2,500	2,395	2,500	2,552	2,598	0	2,500	0	0
4430 Utilities	250	447	500	433	800	0	800	0	0
5000 Pretoria Road	0	0	0	260	260	0	0	0	0
5010 Blakeney Road	0	140	0	394	394	0	0	0	0
Overhead Expenditure									
Movement to/(from) Gen Reserve	250	587	500	1,086	1,454	0	800	0	0
	2,250	1,808	2,000	1,466	1,144		1,700		
700 Tumps and BMX Track									
1435 Tumps Ground Rent Income	30	0	30	30	30	0	30	0	0
Total Income	30	0	30	30	30	0	30	0	0

Annual Budget - By Centre (Actual YTD Month 9)

Note: Patchway Town Council Recommended Budget

	Last Year Actual		Current Year 2023/24				Recommended Budget 2024/25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4420 Maintenance	500	152	500	0	500	0	500	0	0
4450 Rent Payable to Network Rail	250	190	250	213	213	0	250	0	0
5334 Improvement Fund	3,000	4,846	0	0	0	0	0	0	0
Overhead Expenditure	3,750	5,188	750	213	713	0	750	0	0
Movement to/(from) Gen Reserve	(3,720)	(5,188)	(720)	(183)	(683)		(720)		
710 Play Area									
4420 Maintenance	0	121	0	0	0	0	0	0	0
5100 Blakeney Road Path Rent	50	0	50	0	50	0	50	0	0
5101 Land at Coniston P Sch Rent	50	50	50	50	50	0	50	0	0
5200 Repairs and Maintenance	8,000	11,024	3,000	2,397	3,000	0	3,000	0	0
5334 Improvement Fund	2,500	2,912	0	0	0	0	0	0	0
Overhead Expenditure	10,600	14,106	3,100	2,447	3,100	0	3,100	0	0
Movement to/(from) Gen Reserve	(10,600)	(14,106)	(3,100)	(2,447)	(3,100)		(3,100)		
720 Open Spaces Administration									
1250 Xmas Light Donation	0	30	0	0	0	0	0	0	0
1700 Grants & Donation Received	0	150	0	0	0	0	0	0	0
Total Income	0	180	0	0	0	0	0	0	0
4230 Equipment	0	0	0	1,303	658	0	0	0	0
4975 Skip	0	0	13,130	11,769	16,220	0	16,500	0	0
5300 Litter Bins	875	0	0	1,112	1,112	0	0	0	0
5320 Christmas Decoration	15,000	19,716	12,500	453	12,500	0	12,500	0	0

Annual Budget - By Centre (Actual YTD Month 9)

Note: Patchway Town Council Recommended Budget

	Last Year Actual		Current Year 2023/24				Recommended Budget 2024/25		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
5330	1,000	330	1,000	464	500	0	1,000	0	0
5340	5,000	5,169	0	2,158	0	0	0	0	0
	21,875	25,214	26,630	17,260	30,990	0	30,000	0	0
	<u>(21,875)</u>	<u>(25,034)</u>	<u>(26,630)</u>	<u>(17,260)</u>	<u>(30,990)</u>		<u>(30,000)</u>		
800	Street Furniture & transport								
1900	0	0	0	1,293	1,292	0	0	0	0
	0	0	0	1,293	1,292	0	0	0	0
5333	500	0	0	288	288	0	0	0	0
5420	0	182	0	0	0	0	0	0	0
5450	500	880	500	374	500	0	500	0	0
	1,000	1,062	500	662	788	0	500	0	0
	<u>(1,000)</u>	<u>(1,062)</u>	<u>(500)</u>	<u>630</u>	<u>504</u>		<u>(500)</u>		
900	Capital and Projects								
1099	0	118,000	0	50,000	50,000	0	0	0	0
1100	0	13,384	0	0	0	0	0	0	0
1700	0	492,021	100,000	112,622	112,622	0	0	0	0
1708	0	0	0	6,300	0	0	0	0	0
	0	623,404	100,000	168,922	162,622	0	0	0	0
9010	0	32,737	0	0	0	0	0	0	0
	0	32,737	0	0	0	0	0	0	0
	Direct Expenditure								

Patchway Town Council 2023/24

Annual Budget - By Centre (Actual YTD Month 9)

Note: Patchway Town Council Recommended Budget

	Last Year Actual		Current Year 2023/24			Recommended Budget 2024/25			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4231 Equipment on HP	0	2,531	19,500	9,373	15,368	0	17,994	0	0
4232 Equipment HP Charges	0	556	0	1,776	1,734	0	3,464	0	0
4620 PWLB Repayment	0	15,711	31,500	15,711	31,423	0	31,423	0	0
4621 PWLB Loan Charges AJBC	0	0	7,800	0	7,100	0	14,249	0	0
5900 Transfer to EMR	0	1,340,511	0	56,300	50,000	0	0	0	0
5910 Transfer from EMR	0	-1,757,212	0	-70,734	0	0	0	0	0
9001 3G and Cricket Nets Redevelopm	0	12,649	0	0	0	0	0	0	0
9004 New Play Equipment	0	0	2,673	40,869	15,000	0	0	0	0
9005 New Hard Court	0	0	0	14,065	0	0	0	0	0
9008 NSP Pavilion	0	1,312,331	0	0	0	0	0	0	0
9009 Patchway CC Redevelopment	0	199,057	0	62,055	89,186	0	0	0	0
9014 Major Projects	402,140	31,478	135,100	1,690	0	0	50,000	0	0
9018 Burial Grounds Land Purchase	0	0	0	1,500	0	0	0	0	0
Overhead Expenditure	402,140	1,157,613	196,573	132,604	209,811	0	117,130	0	0
Movement to/(from) Gen Reserve	(402,140)	(566,945)	(96,573)	36,319	(47,189)		(117,130)		
Total Budget Income	875,941	1,540,076	738,872	811,942	844,945	0	627,704	0	0
Expenditure	875,941	1,713,015	663,872	479,311	724,611	0	610,413	0	0
Movement to/(from) Gen Reserve	0	(172,940)	75,000	332,631	120,334		17,291		