



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

Wednesday 9th March 2022.

Dear **Cllr Sam Scott, Cllr Roland Walker, Cllr Roger Loveridge, Cllr Patrick Cottrell, Cllr Ken Dando, Cllr Brian Hopkinson and Cllr Dayley Lawrence.**

You are summonsed to attend the meeting of Patchway Town Council's Finance Committee on Tuesday 15th March 2022 at 6:15pm at Callicroft House, Patchway and the agenda is provided below.

Yours sincerely,

Jack Turner BA.Hons. Cert.CILCA. PSLCC.
Town Clerk and RFO

AGENDA

1. To receive any questions from members of the public present.
2. To receive any apologies for absence.
3. Declarations of Interest.
4. To consider and approve and dispensations for this meeting.
5. To approve the minutes of the Finance Committee held on Tuesday 8th February 2022
 - a) To receive the Clerk/RFO's report for this committee.
6. To receive and consider the Financial Reports for February 2022:
 - a) Bank Reconciliation and Bank Statements.
 - b) Income and Expenditure Reports.
 - c) Monthly Summary of Accounts.
7. To consider the quotation of £2250 from preferred supplier, National Security Group, for locking up the gates at Scott Park from March 2022 to October 2022.
8. To consider the quotations for the creation of the Easter activity packs.
9. To carry out a review of the Norman Scott Park Pavilion Project Account.
10. To review the sponsorship rates for the 2022/2023 financial year.
11. To review any outstanding debtors for the current financial year.

Patchway is Twinned with Clermont l'Herault and Gauting.





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12. To carry out a progress review of Patchway Town Council's Three Year Plan, focusing on 2021/2022:
 - a) Finance, Democracy and Governance.
13. To note that the next meeting of the Finance Committee will be held on Tuesday 5th April 2022.
14. 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.
15. To receive an update on the outstanding issues of the Patchway Community Centre Redevelopment Project.

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PATCHWAY TOWN COUNCIL

Minutes of the Finance committee meeting held on Tuesday 8th February 2022 at 19:00 at Callicroft House, Patchway.

Councillors:	S Scott (Chairman), R Walker, P Cottrell, R Loveridge, D Lawrence and K Dando.
In attendance:	Cllr E Gordon and J Turner (Town Clerk and RFO).
Members of the Public:	None.
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.

08/02/2022-No 1. To receive any questions from members of the public present.

None received.

08/02/2022-No 2. To receive the apologies for absence.

The committee noted apologies from Cllr B Hopkinson.

08/02/2022-No 3. Declarations of Interest

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.

08/02/2022-No 4. To consider and approve and dispensations for this meeting.

None received.

08/02/2022-No 5. To approve the minutes of the Finance committee on Tuesday 11th January 2022 and to note any issues.

a) To receive the Clerk/RFO's report for this committee.

RESOLVED: It was unanimously agreed to approve the minutes and to note the report.

08/02/2022-No 6. To receive and consider the Financial Reports for January 2022.

a) Bank Reconciliation and Bank Statements

The committee approved the reconciliation and statements.

b) Income and Expenditure Report

The committee noted the income report and no queries were raised.

c) Monthly Summary of Accounts

The committee reviewed the summary and was noted. The Clerk will provide an update at the next meeting on the situation with Patchway Sports and Social Club and skip hire costs.

RESOLVED: The committee unanimously agreed to approve the financial reports.

08/02/2022-No 7. To review Patchway Town Council's Hire Charges for 2022/2023.

a) Sports Hire.

b) Room Hire.

RESOLVED: It was unanimously agreed to recommend to Full Council to maintain the current scale of fees.

08/02/2022-No 8. To carry out a progress review of Patchway Town Council's Three Year Plan, focusing on 2021/2022:

c) Finance, Democracy and Governance.

The Clerk provided an update. All items for this committee had been actioned as below and one was completed as below.

	Finance, Democracy and Governance
Timescale for Implementation	Finance Committee
2021/2022	
	Local Council Award Scheme
	Review of all Governance Documents

08/02/2022-No 9. To note that the date of the next Finance Committee meeting will be on Tuesday 8th March 2022 at 7pm.

Noted.

The meeting was closed at 19:08.

DRAFT



PATCHWAY TOWN COUNCIL
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Town Clerk and Responsible Finance Officer's Report

Actions from the meeting of the Finance Committee on Tuesday 8th February 2022.

08/02/2022-No 6. To receive and consider the Financial Reports for January 2022.

Update on Patchway Sports and Social Club: Bank statements for January and February 2022 have been asked for but none have been received by the RFO. A 'chase' email was sent on 2nd March 2022.

Skip Issues: Due to the amount and volume of hazardous waste we collect within our skip, Smiths deemed that we would need a specialist collection due to the volumes of waste. This is more expensive than the usual REL exchange however one that had to be implemented. The RFO carried out a cost analysis and sticking with Smiths is the best current option for Patchway Town Council. We have reduced visits from weekly to fortnightly due to the larger size of the skip.

Company	Charge per visit	Charge per month (Fortnightly)
Smiths Waste	£630.00	£1260.00
Bateman Skips	£780.00	£1560.00
Viridor	£863.00	£1726.00
Biffa	Would not quote	
Tom's Skip Hire	Would not quote	

From this analysis, the Council should remain with Smiths. However, the budget will need a virement of the major projects budget of £7860.00 to ensure it covers the costs. This will need to be reflected in rolling financial plans. This will be brought back to the April Finance Committee.

**Bank Reconciliation Statement as at 28/02/2022
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	28/02/2022		1,000.00
Reserve A/c	28/02/2022		67,460.37
			<u>68,460.37</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			68,460.37
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			68,460.37
		Balance per Cash Book is :-	68,551.00
		Difference Excluding Adjustments is :-	-90.63
<u>Adjustments to Reconciliation</u>			
17/02/2022 DC B&Q		-66.00	
23/02/2022 DC Murray Hire Centre		-24.63	
			<u>-90.63</u>
		Unreconciled Difference is :-	<u>0.00</u>

Account name or alias PATCHWAY TOWN C BR	Account number 08631638	Sort code 52-10-05	Account currency GBP
Debit or credit Any	Current cleared balance 67460.37		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

The interest rate is 0.01% gross 0.01% AER.
This is based on the balance of 28th of February 2022.

Date	Type	Transaction details	Debit	Credit	Balance
Closing balance					67,460.37
28-Feb-2022		TO 01321218	-6,359.07		67,460.37
28-Feb-2022	INT	28FEB GRS 08631638		0.90	73,819.44
25-Feb-2022		TO 01321218	-2,117.80		73,818.54
24-Feb-2022		FROM 01321218		103.21	75,936.34
23-Feb-2022		TO 01321218	-1,066.50		75,833.13
22-Feb-2022		TO 01321218	-49,436.72		76,899.63
21-Feb-2022		TO 01321218	-1,394.22		126,336.35
18-Feb-2022		TO 01321218	-35.08		127,730.57
17-Feb-2022		FROM 01321218		38.47	127,765.65
16-Feb-2022		TO 01321218	-157.38		127,727.18
15-Feb-2022		TO 01321218	-1,364.14		127,884.56
14-Feb-2022		FROM 01321218		388.66	129,248.70
11-Feb-2022		TO 01321218	-255.11		128,860.04
10-Feb-2022		TO 01321218	-292.62		129,115.15
09-Feb-2022		TO 01321218	-1,103.30		129,407.77
08-Feb-2022		FROM 01321218		425.78	130,511.07
07-Feb-2022		TO 01321218	-413.31		130,085.29
04-Feb-2022		FROM 01321218		219.60	130,498.60
03-Feb-2022		FROM 01321218		11.75	130,279.00
02-Feb-2022		FROM 01321218		382.87	130,267.25
01-Feb-2022		FROM 01321218		1,016.38	129,884.38
Opening balance					128,868.00
Totals			-63,995.25	2,587.62	

Account name or alias PATCHWAY TOWN CO ATF	Account number 01321218	Sort code 52-10-05	Account currency GBP
Debit or credit Any	Current cleared balance 1272.44		

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Date	Type	Transaction details	Debit	Credit	Balance
Closing balance					1,000.00
28-Feb-2022	POS	4105 27FEB22, AMZNMKTPLACE, AMAZON. CO.UK GB	-17.99		1,000.00
28-Feb-2022	EBP	AVON PENSION FUND, 02-22-046, FP 28/02 /22 40, 10014844707126000N	-2,622.49		1,017.99
28-Feb-2022	EBP	HMRC, 02-22-047, FP 28/02/22 40, 30014825757238000N	-3,694.44		3,640.48
28-Feb-2022	CHG	04FEB-A/C 01321218	-24.15		7,334.92
28-Feb-2022		FROM 08631638		6,359.07	7,359.07
25-Feb-2022	POS	4105 24FEB22, ALMONDSBURY GARDEN, CEN, BRISTOL GB	-176.94		1,000.00
25-Feb-2022	EBP	GB SPORTS AND LEIS, 02-22-013, FP 25/02 /22 40, 45025539667822000N	-878.86		1,176.94
25-Feb-2022	EBP	XL DISPLAYS, 02-22-036, FP 25/02/22 40, 29025503938991000N	-1,062.00		2,055.80
25-Feb-2022		FROM 08631638		2,117.80	3,117.80
24-Feb-2022		TO 08631638	-103.21		1,000.00
24-Feb-2022	BAC	STRIPE PAYMENTS UK, STRIPE, FP 24/02/22 0844, PH737VTI1HM1AHWV00		103.21	1,103.21
23-Feb-2022	D/D	TOTALENERGIES G&P, TGP2200016848491	-869.90		1,000.00
23-Feb-2022	POS	4105 22FEB22, AMZNMKTPLACE, AMAZON. CO.UK GB	-11.98		1,869.90
23-Feb-2022	POS	4105 22FEB22, EE LTD, BRISTOL GB	-159.99		1,881.88
23-Feb-2022	POS	4105 22FEB22 C, MURRAY HIRE CENTRE, YATE GB	-24.63		2,041.87
23-Feb-2022		FROM 08631638		1,066.50	2,066.50
22-Feb-2022	EBP	MYTUM AND SELBY, 02-22019, FP 22/02/22 40, 18023734315019000N	-1,500.00		1,000.00
22-Feb-2022	EBP	FLEET, 02-22-010, FP 22/02/22 40, 62023740530261000N	-1,449.02		2,500.00
22-Feb-2022	EBP	THORNBURY AUTOCENT, 02-22-034, FP 22 /02/22 40, 14023739687345000N	-18.00		3,949.02
22-Feb-2022	EBP	PATCHWAY COMMUNITY, 02-22-024, FP 22 /02/22 40, 39023744111897000N	-1,128.47		3,967.02
22-Feb-2022	EBP	PATCHWAY COMMUNITY, 02-22-023, FP 22 /02/22 40, 16023740896204000N	-1,948.81		5,095.49

22-Feb-2022	EBP	NATIONAL SECURITY, 02-22-022, FP 22/02 /22 40, 14023734123126000N	-2,094.00	7,044.30
22-Feb-2022	EBP	KT PROPERTIES LTD, 02-22-018, FP 22/02 /22 40, 56023740359241000N	-756.00	9,138.30
22-Feb-2022	EBP	J AND SONS ELECTRI, 02-22-017, FP 22/02 /22 40, 22023741002275000N	-205.00	9,894.30
22-Feb-2022	EBP	JACK TURNER, 02-22-045, FP 22/02/22 40, 59023740444558000N	-2,868.79	10,099.30
22-Feb-2022	EBP	SOUTH GLOUCESTERSH, 02-22-031, FP 22 /02/22 40, 32023741199650000N	-20,200.80	12,968.09
22-Feb-2022	EBP	RHIANNE INNOCENT, 02-22-044, FP 22/02 /22 40, 05023817761755000N	-509.68	33,168.89
22-Feb-2022	EBP	STEVEN LIDDIATT, 02-22-042, FP 22/02/22 40, 35023828240251000N	-1,826.23	33,678.57
22-Feb-2022	EBP	DERRICK FENNING, 02-22-043, FP 22/02/22 40, 12023740827853000N	-1,432.19	35,504.80
22-Feb-2022	EBP	MELROSE ASSOCIATES, 02-22-038, FP 22 /02/22 40, 12023734053568000N	-450.00	36,936.99
22-Feb-2022	EBP	J AND SONS ELECTRI, 02-22-037, FP 22/02 /22 40, 53023740292859000N	-65.00	37,386.99
22-Feb-2022	EBP	WILLBOX, 02-22-035, FP 22/02/22 40, 18023740941047000N	-456.00	37,451.99
22-Feb-2022	EBP	SUNDEALA, 02-22-032, FP 22/02/22 40, 10023739557080000N	-923.58	37,907.99
22-Feb-2022	EBP	RBS RIALTAS, 02-22-028, FP 22/02/22 40, 03023817693107000N	-70.80	38,831.57
22-Feb-2022	EBP	J AND SONS ELECTRI, 02-22-016, FP 22/02 /22 40, 33023743983371000N	-203.00	38,902.37
22-Feb-2022	EBP	BROSCH, 02-22-008, FP 22/02/22 40, 33023828170753000N	-150.00	39,105.37
22-Feb-2022	EBP	BLAKENEY ROAD ALLO, 02-22-007, FP 22/02 /22 40, 10023733988330000N	-74.66	39,255.37
22-Feb-2022	EBP	AVON LOCAL COUNCIL, 02-22-005, FP 22 /02/22 40, 48023740193660000N	-30.00	39,330.03
22-Feb-2022	EBP	AVON LOCAL COUNCIL, 02-22-003, FP 22 /02/22 40, 14023740877009000N	-30.00	39,360.03
22-Feb-2022	EBP	PROLIFIC SOLUTIONS, 02-22-026, FP 22/02 /22 40, 12023739617675000N	-146.52	39,390.03
22-Feb-2022	EBP	SO CLEAR, 02-22-029, FP 22/02/22 40, 01023817620438000N	-50.00	39,536.55
22-Feb-2022	EBP	PRO STRUCTURES, 02-22-027, FP 22/02/22 40, 29023743919047000N	-324.00	39,586.55
22-Feb-2022	EBP	NATIONAL SECURITY, 01-22-021, FP 22/02 /22 40, 31023828090168000N	-72.00	39,910.55
22-Feb-2022	EBP	COOK BROWN BUILDIN, 02-22-009, FP 22/02 /22 40, 05023740663803000N	-1,080.00	39,982.55
22-Feb-2022	EBP	AVON LOCAL COUNCIL, 02-22-004, FP 22 /02/22 40, 08023733920399000N	-30.00	41,062.55

22-Feb-2022	EBP	THE BUSH CONSULTAN, 02-22-033, FP 22 /02/22 40, 08023739436114000N	-2,010.00	41,092.55
22-Feb-2022	EBP	STEPHEN ELLIS, 02-22-041, FP 22/02/22 40, 17023739854086000N	-1,757.12	43,102.55
22-Feb-2022	EBP	WATT DESIGN, 02-22-039, FP 22/02/22 40, 11023818017074000N	-324.00	44,859.67
22-Feb-2022	EBP	GB SPORTS AND LEIS, 02-22-012, FP 22/02 /22 40, 46023744242521000N	-1,184.41	45,183.67
22-Feb-2022	EBP	AVON LOCAL COUNCIL, 02-22-005, FP 22 /02/22 40, 40023828460402000N	-30.00	46,368.08
22-Feb-2022	EBP	ADVANCED PLUMBING, 02-22-001, FP 22/02 /22 40, 25023741069607000N	-79.44	46,398.08
22-Feb-2022	EBP	SOUTH GLOUCESTERSH, 02-22-030, FP 22 /02/22 40, 20023734403163000N	-604.75	46,477.52
22-Feb-2022	EBP	IONET SYTEMS LTD, 02-22-015, FP 22/02/22 40, 38023741334073000N	-7.20	47,082.27
22-Feb-2022	EBP	J ALDHOUSE, 02-22-040, FP 22/02/22 40, 15023739757457000N	-1,826.03	47,089.47
22-Feb-2022	EBP	PATCHWAY COMMUNITY, 02-22-025, FP 22 /02/22 40, 09023817934085000N	-520.85	48,915.50
22-Feb-2022	EBP	NATIONAL SECURITY, 02-22-020, FP 22/02 /22 40, 42023744177998000N	-150.00	49,436.35
22-Feb-2022	EBP	GORDON PLAYGROUND, 02-22-014, FP 22 /02/22 40, 38023828398078000N	-432.00	49,586.35
22-Feb-2022	EBP	GB SPORTS AND LEIS, 02-22-011, FP 22/02 /22 40, 20023740998487000N	-160.08	50,018.35
22-Feb-2022	EBP	ALAN COWARD AND SO, 02-22-002, FP 22 /02/22 40, 16023734192192000N	-288.29	50,178.43
22-Feb-2022		FROM 08631638		50,466.72
22-Feb-2022	BAC	BUDDING S, SCOTT BUDDING HIRE, FP 21 /02/22 2231, 025407441322122001	30.00	1,030.00
21-Feb-2022	D/D	TOTALENERGIES G&P, 1134410	-63.32	1,000.00
21-Feb-2022	D/D	TOTALENERGIES G&P, 1051476	-1,400.38	1,063.32
21-Feb-2022		FROM 08631638		2,463.70
21-Feb-2022	BAC	STRIPE PAYMENTS UK, STRIPE, FP 21/02/22 0904, PH737VTI1HM0V1J400	69.48	1,069.48
18-Feb-2022	D/D	IRIS BUSINESS SOFT, IBSL-66678-63	-13.68	1,000.00
18-Feb-2022	POS	4105 17FEB22, PATCHWAY SERVICE, STATI, BRISTOL GB	-56.14	1,013.68
18-Feb-2022		FROM 08631638		1,069.82
18-Feb-2022	BAC	STRIPE PAYMENTS UK, STRIPE, FP 18/02/22 0849, PH737VTI1HM0NLHQ00	34.74	1,034.74
17-Feb-2022		TO 08631638	-38.47	1,000.00
17-Feb-2022	POS	4105 16FEB22 C, B & Q 1081, BRISTOL GB	-66.00	1,038.47
17-Feb-2022	BAC	STRIPE PAYMENTS UK, STRIPE, FP 17/02/22 0842, PH737VTI1HM0IR2D00	104.47	1,104.47

16-Feb-2022	POS	4105 15FEB22, AMZNMKTPLACE, AMAZON. CO.UK GB	-109.99		1,000.00
16-Feb-2022	POS	4105 15FEB22, AMAZON.CO.U, K*2L3BN7244, AMAZON.CO.UK GB	-47.39		1,109.99
16-Feb-2022		FROM 08631638		157.38	1,157.38
15-Feb-2022	D/D	TOTALENERGIES G&P, 1058913	-46.23		1,000.00
15-Feb-2022	D/D	EE LIMITED, Q16509023296955909	-76.91		1,046.23
15-Feb-2022	D/D	SMITHS GLOUCESTER, P570SGL	-1,512.00		1,123.14
15-Feb-2022	BLN	BANKLINE	-29.00		2,635.14
15-Feb-2022		FROM 08631638		1,364.14	2,664.14
15-Feb-2022	DPC	SWYD UNITED AFC, 2021-22-122, VIA MOBILE - LVP		270.00	1,300.00
15-Feb-2022	BAC	BUDDING S, SCOTT BUDDING HIRE, FP 14 /02/22 2209, 591198239022412001		30.00	1,030.00
14-Feb-2022		TO 08631638	-388.66		1,000.00
14-Feb-2022	POS	4105 08FEB22, WIX.COM*979838539, 97235454942 LU	-100.08		1,388.66
14-Feb-2022	BAC	STRIPE PAYMENTS UK, STRIPE, FP 14/02/22 0852, PH737VTI1HM02YWF00		34.74	1,488.74
14-Feb-2022	BAC	PATCHWAY SPORTS &, PATCHWAY TOWN FC, FP 12/02/22 1815, 300000000892019461		454.00	1,454.00
11-Feb-2022	D/D	TOTALENERGIES G&P, 1058915	-409.85		1,000.00
11-Feb-2022		FROM 08631638		255.11	1,409.85
11-Feb-2022	BAC	STRIPE PAYMENTS UK, STRIPE, FP 11/02/22 0843, PH737VTI1HMZVV2A00		34.74	1,154.74
11-Feb-2022	BAC	STOKE LANE TIGERS, 2021-22-008 FEB 22, FP 11/02/22 1738, 400000000893016328		120.00	1,120.00
10-Feb-2022	POS	4105 09FEB22, ASDA STORES 5150, PATCHWAY GB	-291.36		1,000.00
10-Feb-2022	POS	4105 09FEB22, ASDA SUPERSTORE, PATCHWAY GB	-36.00		1,291.36
10-Feb-2022		FROM 08631638		292.62	1,327.36
10-Feb-2022	BAC	STRIPE PAYMENTS UK, STRIPE, FP 10/02/22 0853, PH737VTI1HMZSCX600		34.74	1,034.74
09-Feb-2022	D/D	TOTALENERGIES G&P, 1058915	-193.03		1,000.00
09-Feb-2022	D/D	TOTALENERGIES G&P, TGP2200016848491	-285.08		1,193.03
09-Feb-2022	POS	4105 08FEB22, ENTERPRISE RENT A, CAR, BRISTOL GB	-255.05		1,478.11
09-Feb-2022	POS	4105 08FEB22, ALDI 58 780, BRADLEY STOKE GB	-404.88		1,733.16
09-Feb-2022		FROM 08631638		1,103.30	2,138.04
09-Feb-2022	BAC	STRIPE PAYMENTS UK, STRIPE, FP 09/02/22 0852, PH737VTI1HMZMKQT00		34.74	1,034.74
08-Feb-2022		TO 08631638	-425.78		1,000.00

08-Feb-2022	D/D	VIRGIN MEDIA PYMTS, 750322001001	-48.00	1,425.78
08-Feb-2022	D/D	INTY LTD, 3MQFKS7	-89.22	1,473.78
08-Feb-2022	POS	4105 07FEB22, ENTERPRISE RENT A, CAR, BRISTOL GB	-164.33	1,563.00
08-Feb-2022	BAC	STOKE LANE AFC, 2021-22-116, FP 08/02 /22 0837, 400000000891283748	44.40	1,727.33
08-Feb-2022	BAC	STRIPE PAYMENTS UK, STRIPE, FP 08/02/22 0840, PH737VTI1HMZHQOL00	69.73	1,682.93
08-Feb-2022	BAC	BUDDING S, SCOTT BUDDING HIRE, FP 07 /02/22 2134, 324994254312702001	30.00	1,613.20
08-Feb-2022	BAC	STOKE LANE AFC, 2021-22-115, FP 08/02 /22 0836, 300000000889884850	583.20	1,583.20
07-Feb-2022	D/D	ALLSTAR, 299091	-176.82	1,000.00
07-Feb-2022	POS	4105 04FEB22, ENTERPRISE RENT A, CAR, BRISTOL GB	-236.49	1,176.82
07-Feb-2022		FROM 08631638	413.31	1,413.31
04-Feb-2022		TO 08631638	-219.60	1,000.00
04-Feb-2022	BAC	STOKE LANE AFC, 202122-111,105,104, FP 04/02/22 0916, 300000000888111521	219.60	1,219.60
03-Feb-2022		TO 08631638	-11.75	1,000.00
03-Feb-2022	POS	4105 02FEB22 C, PATCHWAY SERVICE, STATI, BRISTOL GB	-22.99	1,011.75
03-Feb-2022	BAC	STRIPE PAYMENTS UK, STRIPE, FP 03/02/22 0850, PH737VTI1HMYW5H00	34.74	1,034.74
02-Feb-2022		TO 08631638	-382.87	1,000.00
02-Feb-2022	BAC	PUBLIC SECTOR DEPO, 0134870001PI	84.33	1,382.87
02-Feb-2022	BAC	STRIPE PAYMENTS UK, PT COUNCIL ROOM HI, FP 02/02/22 0852, PH737VTI1HMYV6U600, RE	298.54	1,298.54
01-Feb-2022		TO 08631638	-1,016.38	1,000.00
01-Feb-2022	BAC	PATCHWAY SPORTS &, GROUND RENT, FP 01/02/22 0347, 100000000879637561	986.38	2,016.38
01-Feb-2022	BAC	BUDDING S, SCOTT BUDDING HIRE, FP 01 /02/22 0835, 389102405380102001	30.00	1,030.00
		Opening balance		1,000.00
			Totals	-67,731.03 67,731.03

List of Payments made between 01/02/2022 and 28/02/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/02/2022	Applegreen rewards	2-22-072	22.99		Applegreen-Carlube adblue
03/02/2022	IntY LTD	02-22-070	89.22		IntY-Recurring charge
07/02/2022	Enterprise	DC05	236.49		P/Ledger Electronic Payment
07/02/2022	ALLSTAR	DD01	176.82		1508-Motor fuel
08/02/2022	Enterprise	DC06	164.33		P/Ledger Electronic Payment
08/02/2022	Virgin Media Business	DD02	48.00		1509-Monthly broadband
08/02/2022	Enterprise	DC10	255.05		P/Ledger Electronic Payment
09/02/2022	Aldi Ltd	02-22-058	404.88		Aldi-Food
09/02/2022	Total Gas and Power	DD03	285.08		1510-Elec charge 01/11/21
09/02/2022	Total Gas and Power	DD04	193.03		1524-Elec 1/11/2021
10/02/2022	Asda	02-22-055	36.00		Asda-Xmas support food
10/02/2022	Asda	02-22-055	291.36		Asda-Xmas support Food
11/02/2022	Total Gas and Power	DD05	409.85		1525-Elec charge Nov-Dec 2021
14/02/2022		DC07	100.08		1515-Annual service Feb 22/23
15/02/2022	Natwest	02-22-050	29.00		Natwest-Bank charge payable
15/02/2022	Smith's Gloucester Ltd	DD06	1,512.00		1512-Skip hire
15/02/2022	EE Limited	DD07	76.91		1513-Monthly phone charge
15/02/2022	Total Gas and Power	DD08	46.23		1514-Elec charge Dec 21
16/02/2022	Amazon	DC08	47.39		1517-Assembly point sign
16/02/2022	Amazon	DC09	109.99		1518-Office shredder
17/02/2022	Applegreen Rewards	02-22-057	56.14		Applegreen-Fuel
18/02/2022	IRIS	DD09	13.68		1519-Monthly enrolment
21/02/2022	Staff salaries Feb 2022	02-22-40/5	10,220.04		Staff salaries Feb 2022
21/02/2022	Total Gas and Power	DD10	1,400.38		1520-Gas Oct-Jan22
21/02/2022	Total Gas and Power	DD11	63.32		1521-Gas Jan 2022
22/02/2022	Alan Coward and Sons	02-22-002	288.29		1564-Hire of 2 drying rooms
22/02/2022	GB Sports & Leisure	02-22-011	160.08		1555-Steel skate ramp
22/02/2022	Gordon Playground Inspections	02-22-014	432.00		1552-Operational inspect-Jan
22/02/2022	National Security Group	02-22-020	150.00		1546-Unlock premises Jan 22
22/02/2022	Patchway Community Association	02-22-025	520.85		1541-Water usage Sept20-Jan22
22/02/2022	lonet Systems LTD	02-22-015	7.20		1551-WAP web management
22/02/2022	South Gloucestershire Council	02-22-030	604.75		1536-Wheel service
22/02/2022	Advanced Plumbing and Heating	02-22-001	79.44		1565-Toilet -main office
22/02/2022	Avon Local Council's Associati	02-22-005	30.00		1561-Communication course RI
22/02/2022	GB Sports & Leisure	02-22-012	1,184.41		1554-Play area bark
22/02/2022	Watt Design M and E	02-22-039	324.00		1527-Site visit
22/02/2022	The Bush Consultancy	02-22-033	2,010.00		1533-NSPP-Architectual service
22/02/2022	Avon Local Council's Associati	02-22-004	30.00		1562-Communication course
22/02/2022	Cook Brown Building Control	02-22-009	1,080.00		1557-PCC development
22/02/2022	National Security Group	02-22-021	72.00		1545-Unlock Casson centre
22/02/2022	Pro Structures	02-22-027	324.00		1539-Development-Pavillion
22/02/2022	So Clear	02-22-029	50.00		1537-Window cleaning
22/02/2022	Prolific Solutions South West	02-22-026	146.52		1540-ICT Support
22/02/2022	Avon Local Council's Associati	02-22-003	30.00		1563-Communication course
22/02/2022	Avon Local Council's Associati	02-22-05	30.00		1560-Communication course
22/02/2022	EDF Energy	02-22-007	74.66		1559-Elec charge 26Aug-22Nov
22/02/2022	BroschDirect	02-22-008	150.00		1558-Heavy duty refuse bag

List of Payments made between 01/02/2022 and 28/02/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
22/02/2022	J and Sons Electrical Services	02-22-016	203.00		1550-Change outdoor box
22/02/2022	Rialtas Business Solutions	02-22-028	70.80		1538-MTC annual support
22/02/2022	Sundeala Limited	02-22-032	923.58		1534-Sundeala boards
22/02/2022	Willbox Tough Storage Solution	02-22-035	456.00		1531-Shower block
22/02/2022	J and Sons Electrical Services	02-22-037	65.00		1529-Call out to no power
22/02/2022	Melrose Associates	02-22-038	450.00		1528-Planning service-Pav
22/02/2022	South Gloucestershire Council	02-22-031	20,200.80		1535-Xmas lights 21/22
22/02/2022	J and Sons Electrical Services	02-22-017	205.00		1549-Change outdoor flood ligh
22/02/2022	KT Properties Limited	02-22-018	756.00		1548-Bench installation
22/02/2022	National Security Group	02-22-022	2,094.00		1544-Scott park pav
22/02/2022	Patchway Community Association	02-22-023	1,948.81		1543-Elec usage Oct21-Feb22
22/02/2022	Patchway Community Association	02-22-024	1,128.47		1542-Elec usage Mar21-Sept21
22/02/2022	Thornbury Self Drive Here	02-22-034	18.00		1532-Puncture repairs
22/02/2022	Fleet Line Markers LTD	02-22-010	1,449.02		1556-Pitchmarker
22/02/2022	Mytum & Selby (Hull) Ltd	02-22-019	1,500.00		1547-PPE recycling box
23/02/2022	EE Limited	DC11	159.99		1522-Samsung phone
23/02/2022	Amazon	DC12	11.98		1526-Samsung phone glass prote
23/02/2022	Total Gas and Power	DD12	869.90		1523-Elec Nov-Jan 22
24/02/2022	Almondsbury Garden Centre	02-22-051	176.94		Almondsbury-Misc items
25/02/2022	XL Display Ltd	DD13	1,062.00		1530-Wall mounted noticeboard
25/02/2022	GB Sports & Leisure	02-22-013	878.86		1553-Birds nest seat
28/02/2022	Avon Pension Fund	02-22-046	2,622.49		Avon Pension Fund
28/02/2022	HMRC PAYE/NI Due	02-22-047	3,694.44		HMRC PAYE/NI Due
28/02/2022	Bank charge payable	CHRG	24.15		Bank charge payable
28/02/2022	Amazon	DC13	17.99		1566-Plastic planters
Total Payments			65,053.68		

Current Bank A/c

Cash Received between 01/02/2022 and 28/02/2022

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
28/02/2022	Bank interest receivable	Credit	Bank interest receivable	0.90
02/02/2022	CCLA Interest receivable	Credit	CCLA Interest receivable	84.33
04/02/2022	Hire of bottom pitch	21-22-111	Hire of bottom pitch	133.20
04/02/2022	Hire of pitch-Scott park	21-22-104	Hire of pitch-Scott park	86.40
02/02/2022	Jon Body-3g hire	21-22-100	Jon Body-3g hire	300.00
01/02/2022	Patchway Ground rent-Feb	Credit	Patchway Ground rent-Feb	986.38
14/02/2022	Patchway Town FC-Hire	21-22-114	Patchway Town FC-Hire	454.00
11/02/2022	Pitch hire	21-22-008	Pitch hire	120.00
15/02/2022	Scott Budding - Hire	BACS	Scott Budding - Hire	30.00
01/02/2022	Scott budding - Hire of 3g pit	BACS	Scott budding - Hire of 3g pit	30.00
08/02/2022	Scott Budding - Pitch hire	BACS	Scott Budding - Pitch hire	30.00
22/02/2022	Scott Budding -Hire	BACS	Scott Budding -Hire	30.00
08/02/2022	Stoke Lane-Pitch hire	21-22-115	Stoke Lane-Pitch hire	583.20
08/02/2022	Stoke Lane-Pitche hire	21-22-116	Stoke Lane-Pitche hire	44.40
02/02/2022	Stripe charge	21-22-100	Stripe charge	-1.46
03/02/2022	Stripe-3G Income	STRIPE	Stripe-3G Income	36.00
03/02/2022	Stripe-Card processing charge	STRIPE	Stripe-Card processing charge	-1.26
08/02/2022	Stripe-Card processing charge	STRIPE	Stripe-Card processing charge	-1.27
09/02/2022	Stripe-Card processing charge	Stripe	Stripe-Card processing charge	-1.26
10/02/2022	Stripe-Card processing charge	Stripe	Stripe-Card processing charge	-1.26
11/02/2022	Stripe-Card processing charge	Stripe	Stripe-Card processing charge	-1.26
14/02/2022	Stripe-Card processing charge	Stripe	Stripe-Card processing charge	-1.26
17/02/2022	Stripe-Card processing charge	Stripe	Stripe-Card processing charge	-3.53
18/02/2022	Stripe-Card processing charge	Stripe	Stripe-Card processing charge	-1.26
21/02/2022	Stripe-Card processing charge	Stripe	Stripe-Card processing charge	-2.52
24/02/2022	Stripe-Card processing charge	Stripe	Stripe-Card processing charge	-4.79
08/02/2022	Stripe-Pitch hire	STRIPE	Stripe-Pitch hire	71.00
09/02/2022	Stripe-Pitch hire	Stripe	Stripe-Pitch hire	36.00
11/02/2022	Stripe-Pitch hire	Stripe	Stripe-Pitch hire	36.00
14/02/2022	Stripe-Pitch hire	Stripe	Stripe-Pitch hire	36.00
17/02/2022	Stripe-Pitch hire	Stripe	Stripe-Pitch hire	108.00
18/02/2022	Stripe-Pitch hire	Stripe	Stripe-Pitch hire	36.00
21/02/2022	Stripe-Pitch hire	Stripe	Stripe-Pitch hire	72.00
24/02/2022	Stripe-Pitch hire	Stripe	Stripe-Pitch hire	108.00

Current Bank A/c

Cash Received between 01/02/2022 and 28/02/2022

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
10/02/2022	Stripe-Pitch Hire	Stripe	Stripe-Pitch Hire	36.00
15/02/2022	SWYD United	21-22-122	SWYD United	270.00
Total Receipts				<u>3,736.68</u>

Detailed Income & Expenditure by Budget Heading 28/02/2022

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Finance							
100 Income							
1076 Precept	0	730,655	730,655	0			100.0%
1090 Interest Received	85	795	200	(595)			397.5%
1100 CIL Payment	0	49,480	0	(49,480)			0.0%
Income :- Income	<u>85</u>	<u>780,930</u>	<u>730,855</u>	<u>(50,075)</u>			<u>106.9%</u>
5900 Transfer to EMR	0	49,480	0	(49,480)		(49,480)	0.0%
Income :- Indirect Expenditure	<u>0</u>	<u>49,480</u>	<u>0</u>	<u>(49,480)</u>	<u>0</u>	<u>(49,480)</u>	
Net Income over Expenditure	<u>85</u>	<u>731,450</u>	<u>730,855</u>	<u>(595)</u>			
110 Establishment							
1350 SSP Grant	0	193	0	(193)			0.0%
Establishment :- Income	<u>0</u>	<u>193</u>	<u>0</u>	<u>(193)</u>			
4001 Admin Salary Costs	6,208	107,221	130,231	23,010	23,010		82.3%
4002 Groundstaff Salary Costs	11,179	106,805	132,729	25,924	25,924		80.5%
4003 Cleaning Staff Salary Costs	0	7,263	19,364	12,101	12,101		37.5%
4004 HR Support	0	0	7,500	7,500	7,500		0.0%
4005 Ammorisation of Contract	0	123	0	(123)	(123)		0.0%
4006 COVID-19 Response Budget	0	47	3,000	2,953	2,953		1.6%
4007 Bank Holiday Payments	0	3,888	6,600	2,712	2,712		58.9%
4009 Misc Staff Salaries Cost	0	61,914	0	(61,914)	(61,914)		0.0%
4031 Pension Lump Sum	(850)	(9,350)	(10,200)	(850)	(850)		91.7%
4040 Staff Travel	0	0	100	100	100		0.0%
4060 Staff other Expenses	0	1,033	1,000	(33)	(33)		103.3%
4090 Staff Training	120	2,595	3,000	405	405		86.5%
4110 Bank Charges	53	832	700	(132)	(132)		118.9%
4115 Social Media Budget	0	0	100	100	100		0.0%
4120 Audit Fees	0	860	2,890	2,030	2,030		29.8%
4121 Accountancy Support fees	0	1,646	2,500	854	854		65.8%
4130 Professional Fees	0	6	2,000	1,994	1,994		0.3%
4140 Legal Fees	2,852	15,562	1,000	(14,562)	(14,562)		1556.2%
4150 Subscriptions & Memberships	0	2,621	2,500	(121)	(121)		104.8%
4160 Insurance	0	6,884	6,000	(884)	(884)		114.7%
4170 Stationery & Printing	253	2,158	2,500	342	342		86.3%
4180 Postage	0	65	250	185	185		26.0%
4200 Broadband	40	440	550	110	110		80.0%
4210 Mobile Telephone	207	1,255	300	(955)	(955)		418.4%

Detailed Income & Expenditure by Budget Heading 28/02/2022

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4220 IT Services & Software	234	4,804	4,500	(304)		(304)	106.8%
4230 Equipment	0	2,844	2,500	(344)		(344)	113.8%
5910 Transfer from EMR	0	(12,543)	0	12,543		12,543	0.0%
Establishment :- Indirect Expenditure	<u>20,297</u>	<u>308,975</u>	<u>321,614</u>	<u>12,639</u>	<u>0</u>	<u>12,639</u>	<u>96.1%</u>
Net Income over Expenditure	<u>(20,297)</u>	<u>(308,782)</u>	<u>(321,614)</u>	<u>(12,832)</u>			
<u>120 Civic/Democratic</u>							
1351 Support Grant	0	1,000	0	(1,000)			0.0%
Civic/Democratic :- Income	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>(1,000)</u>			
4310 Councillor's Training	0	60	1,000	940		940	6.0%
4340 Civic Fund	0	1,297	500	(797)		(797)	259.5%
4342 Christmas Support	723	3,911	3,000	(911)		(911)	130.4%
4345 Local Council Award Scheme	0	50	150	100		100	33.3%
4350 Elections	0	6,163	3,000	(3,163)		(3,163)	205.4%
Civic/Democratic :- Indirect Expenditure	<u>723</u>	<u>11,482</u>	<u>7,650</u>	<u>(3,832)</u>	<u>0</u>	<u>(3,832)</u>	<u>150.1%</u>
Net Income over Expenditure	<u>(723)</u>	<u>(10,482)</u>	<u>(7,650)</u>	<u>2,832</u>			
<u>200 Callicroft House</u>							
1400 Callicroft House Income	0	499	260	(239)			192.0%
Callicroft House :- Income	<u>0</u>	<u>499</u>	<u>260</u>	<u>(239)</u>			<u>192.0%</u>
4235 Property Security\Caretaking	0	600	500	(100)		(100)	120.0%
4240 Property Maintenance	321	2,319	1,500	(819)		(819)	154.6%
4245 Janitorial	0	45	500	455		455	9.0%
4410 Rates	0	7,984	8,100	116		116	98.6%
4430 Utilities	1,801	3,638	5,000	1,362		1,362	72.8%
Callicroft House :- Indirect Expenditure	<u>2,123</u>	<u>14,587</u>	<u>15,600</u>	<u>1,013</u>	<u>0</u>	<u>1,013</u>	<u>93.5%</u>
Net Income over Expenditure	<u>(2,123)</u>	<u>(14,088)</u>	<u>(15,340)</u>	<u>(1,252)</u>			
<u>210 Casson Centre</u>							
1410 Casson Centre Income	0	443	1,200	757			36.9%
1425 Casson Centre Ground Rent	0	0	1	1			0.0%
Casson Centre :- Income	<u>0</u>	<u>443</u>	<u>1,201</u>	<u>758</u>			<u>36.8%</u>
4235 Property Security\Caretaking	185	480	650	170		170	73.8%
4240 Property Maintenance	0	2,094	1,000	(1,094)		(1,094)	209.4%
4245 Janitorial	0	3	250	247		247	1.0%
4430 Utilities	44	437	1,000	563		563	43.7%

Detailed Income & Expenditure by Budget Heading 28/02/2022

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4991 Stripe charge	0	0	0	(0)		(0)	0.0%
Casson Centre :- Indirect Expenditure	229	3,013	2,900	(113)	0	(113)	103.9%
Net Income over Expenditure	(229)	(2,571)	(1,699)	872			
220 Burials							
4500 Burials Expenditure	0	2,814	3,000	186		186	93.8%
Burials :- Indirect Expenditure	0	2,814	3,000	186	0	186	93.8%
Net Expenditure	0	(2,814)	(3,000)	(186)			
900 Capital and Projects							
1705 MUGA S106 Monies	0	26,567	0	(26,567)			0.0%
1707 Blakeney Road S106	0	700	0	(700)			0.0%
Capital and Projects :- Income	0	27,267	0	(27,267)			
5250 Patchway Map	0	5,212	2,500	(2,712)		(2,712)	208.5%
5900 Transfer to EMR	0	301,581	0	(301,581)		(301,581)	0.0%
5910 Transfer from EMR	(9,915)	(1,177,410)	0	1,177,410		1,177,410	0.0%
9004 New Play Equipment	732	28,946	10,000	(18,946)		(18,946)	289.5%
9008 NSP Pavilion	2,395	90,010	201,814	111,804		111,804	44.6%
9009 Patchway CC Redevelopment	5,538	1,042,496	0	(1,042,496)		(1,042,496)	0.0%
9013 Litter Champions	0	490	0	(490)		(490)	0.0%
9014 Major Projects	1,250	10,496	10,000	(496)		(496)	105.0%
Capital and Projects :- Indirect Expenditure	0	301,822	224,314	(77,508)	0	(77,508)	134.6%
Net Income over Expenditure	0	(274,555)	(224,314)	50,241			
Finance :- Income	85	810,331	732,316	(78,015)			110.7%
Expenditure	23,372	692,172	575,078	(117,094)	0	(117,094)	120.4%
Movement to/(from) Gen Reserve	(23,286)	118,159					

Detailed Income & Expenditure by Budget Heading 28/02/2022

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Parks & Open Spaces</u>							
<u>300 Patchway</u>							
1416 Patchway CC Ground Rent	0	2	2	0			100.0%
Patchway :- Income	0	2	2	0			100.0%
Net Income	0	2	2	0			
<u>310 Coniston</u>							
1415 Coniston Ground Rent	0	1	1	0			100.0%
Coniston :- Income	0	1	1	0			100.0%
4610 Ground Rent	0	750	1,000	250		250	75.0%
4620 PWLB Repayment	0	38,272	40,396	2,124		2,124	94.7%
Coniston :- Indirect Expenditure	0	39,022	41,396	2,374	0	2,374	94.3%
Net Income over Expenditure	0	(39,021)	(41,395)	(2,374)			
<u>320 Rodway Road</u>							
4650 CCTV	0	660	350	(310)		(310)	188.5%
5320 Christmas Decoration	0	2,472	3,000	528		528	82.4%
5330 Planter and Tree Maintenance	147	284	750	466		466	37.8%
5334 Improvement Fund	0	1,234	0	(1,234)		(1,234)	0.0%
Rodway Road :- Indirect Expenditure	147	4,650	4,100	(550)	0	(550)	113.4%
Net Expenditure	(147)	(4,650)	(4,100)	550			
<u>330 Charlton Hayes</u>							
4230 Equipment	630	1,888	1,500	(388)		(388)	125.8%
5320 Christmas Decoration	0	2,472	2,500	28		28	98.9%
Charlton Hayes :- Indirect Expenditure	630	4,359	4,000	(359)	0	(359)	109.0%
Net Expenditure	(630)	(4,359)	(4,000)	359			
<u>340 The Parade</u>							
5320 Christmas Decoration	0	2,472	2,000	(472)		(472)	123.6%
5350 Street Scene Enhancement	0	0	1,500	1,500		1,500	0.0%
The Parade :- Indirect Expenditure	0	2,472	3,500	1,028	0	1,028	70.6%
Net Expenditure	0	(2,472)	(3,500)	(1,028)			

Detailed Income & Expenditure by Budget Heading 28/02/2022

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
400 Youth & Community							
4845 Patchway Festival	0	6,200	6,540	340		340	94.8%
4865 Patchway People Newsletter	0	0	3,000	3,000		3,000	0.0%
4867 Community Events/Engagement	0	0	500	500		500	0.0%
4868 Monthly Newsletter	0	0	200	200		200	0.0%
4869 Youth Development	0	4,000	15,000	11,000		11,000	26.7%
Youth & Community :- Indirect Expenditure	0	10,200	25,240	15,040	0	15,040	40.4%
Net Expenditure	0	(10,200)	(25,240)	(15,040)			
410 GRANTS							
4600 Grants Paid	0	5,746	9,500	3,754		3,754	60.5%
4605 Grants - Community Centres	0	0	15,000	15,000		15,000	0.0%
GRANTS :- Indirect Expenditure	0	5,746	24,500	18,754	0	18,754	23.5%
Net Expenditure	0	(5,746)	(24,500)	(18,754)			
500 Scott Park							
1510 Sports Income	1,299	7,641	6,000	(1,641)			127.4%
1520 3G Sports Facility Income	1,278	13,794	12,000	(1,794)			115.0%
1525 Cricket Net Facility Income	0	29	0	(29)			0.0%
1700 Grants & Donation Received	0	6,052	0	(6,052)			0.0%
Scott Park :- Income	2,577	27,516	18,000	(9,516)			152.9%
4160 Insurance	0	1,948	2,250	302		302	86.6%
4230 Equipment	19	7,372	0	(7,372)		(7,372)	0.0%
4235 Property Security\Caretaking	1,745	2,710	2,500	(210)		(210)	108.4%
4240 Property Maintenance	0	1,391	500	(891)		(891)	278.2%
4245 Janitorial	0	50	300	250		250	16.6%
4410 Rates	0	2,595	2,650	55		55	97.9%
4430 Utilities	1,171	2,279	2,500	221		221	91.1%
4650 CCTV	0	788	750	(38)		(38)	105.1%
4930 Petrol and Diesel	194	1,584	3,000	1,416		1,416	52.8%
4935 Machinery Repair	504	850	2,000	1,150		1,150	42.5%
4940 Maintenance - Machinery	15	2,773	2,500	(273)		(273)	110.9%
4945 Maintenance - Sports Facilitie	786	12,586	12,500	(86)		(86)	100.7%
4950 Machinery & Tools	758	1,502	750	(752)		(752)	200.3%
4955 Pitches Supplies	0	0	1,500	1,500		1,500	0.0%
4965 Maintenance - Play Equipment	987	1,434	2,000	566		566	71.7%
4970 Fencing	0	0	2,500	2,500		2,500	0.0%
4975 Skip	1,260	8,717	6,000	(2,717)		(2,717)	145.3%

Detailed Income & Expenditure by Budget Heading 28/02/2022

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4991 Stripe charge	21	62	0	(62)		(62)	0.0%
4992 Scott Park Tree Maintenance	0	1,270	3,000	1,730		1,730	42.3%
4993 Container Replacement	0	1,190	0	(1,190)		(1,190)	0.0%
4995 Staff Uniform	0	721	1,000	279		279	72.1%
4997 Sports Equipment	0	7,405	1,250	(6,155)		(6,155)	592.4%
4998 Access Gates	0	875	2,000	1,125		1,125	43.8%
4999 Portable Changing Rooms	685	11,654	0	(11,654)		(11,654)	0.0%
5300 Litter Bins	0	632	0	(632)		(632)	0.0%
5330 Planter and Tree Maintenance	0	746	0	(746)		(746)	0.0%
5333 Signage Repair/Replace	0	495	0	(495)		(495)	0.0%
5900 Transfer to EMR	0	1,550	0	(1,550)		(1,550)	0.0%
Scott Park :- Indirect Expenditure	8,146	75,178	51,450	(23,728)	0	(23,728)	146.1%
Net Income over Expenditure	(5,568)	(47,661)	(33,450)	14,211			
510 Sports and Social Club							
1500 Social Club Income	986	6,905	11,840	4,935			58.3%
Sports and Social Club :- Income	986	6,905	11,840	4,935			58.3%
Net Income	986	6,905	11,840	4,935			
600 Allotments							
1440 Allotment Rents	0	0	2,000	2,000			0.0%
Allotments :- Income	0	0	2,000	2,000			0.0%
4430 Utilities	0	134	250	116		116	53.8%
5000 Pretoria Road	0	0	250	250		250	0.0%
5010 Blakeney Road	0	0	250	250		250	0.0%
Allotments :- Indirect Expenditure	0	134	750	616	0	616	17.9%
Net Income over Expenditure	0	(134)	1,250	1,384			
700 Tumps and BMX Track							
1435 Tumps Ground Rent Income	0	30	30	0			100.0%
Tumps and BMX Track :- Income	0	30	30	0			100.0%
4420 Maintenance	0	1,942	1,000	(942)		(942)	194.2%
4450 Rent Payable to Network Rail	0	0	250	250		250	0.0%
5330 Planter and Tree Maintenance	0	395	0	(395)		(395)	0.0%
5333 Signage Repair/Replace	0	405	0	(405)		(405)	0.0%
5334 Improvement Fund	0	4,727	3,500	(1,227)		(1,227)	135.1%
Tumps and BMX Track :- Indirect Expenditure	0	7,469	4,750	(2,719)	0	(2,719)	157.2%
Net Income over Expenditure	0	(7,439)	(4,720)	2,719			

Detailed Income & Expenditure by Budget Heading 28/02/2022

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
710 Play Area							
5100 Blakeney Road Path Rent	0	0	50	50		50	0.0%
5101 Land at Coniston P Sch Rent	0	50	0	(50)		(50)	0.0%
5200 Repairs and Maintenance	360	7,748	2,000	(5,748)		(5,748)	387.4%
5334 Improvement Fund	0	7,143	7,500	357		357	95.2%
Play Area :- Indirect Expenditure	<u>360</u>	<u>14,941</u>	<u>9,550</u>	<u>(5,391)</u>	<u>0</u>	<u>(5,391)</u>	<u>156.4%</u>
Net Expenditure	<u>(360)</u>	<u>(14,941)</u>	<u>(9,550)</u>	<u>5,391</u>			
720 Open Spaces Administration							
1700 Grants & Donation Received	0	100	0	(100)			0.0%
Open Spaces Administration :- Income	<u>0</u>	<u>100</u>	<u>0</u>	<u>(100)</u>			
5300 Litter Bins	0	199	875	676		676	22.7%
5320 Christmas Decoration	16,834	19,389	16,250	(3,139)		(3,139)	119.3%
5330 Planter and Tree Maintenance	15	228	2,000	1,772		1,772	11.4%
5334 Improvement Fund	885	1,693	0	(1,693)		(1,693)	0.0%
5340 Outside Area Maintenance/Biodi	1,632	10,355	0	(10,355)		(10,355)	0.0%
Open Spaces Administration :- Indirect Expenditure	<u>19,366</u>	<u>31,863</u>	<u>19,125</u>	<u>(12,738)</u>	<u>0</u>	<u>(12,738)</u>	<u>166.6%</u>
Net Income over Expenditure	<u>(19,366)</u>	<u>(31,763)</u>	<u>(19,125)</u>	<u>12,638</u>			
800 Street Furniture & transport							
5450 Street Cleaning Supplies	125	520	750	230		230	69.3%
Street Furniture & transport :- Indirect Expenditure	<u>125</u>	<u>520</u>	<u>750</u>	<u>230</u>	<u>0</u>	<u>230</u>	<u>69.3%</u>
Net Expenditure	<u>(125)</u>	<u>(520)</u>	<u>(750)</u>	<u>(230)</u>			
Parks & Open Spaces :- Income	<u>3,564</u>	<u>34,554</u>	<u>31,873</u>	<u>(2,681)</u>			<u>108.4%</u>
Expenditure	<u>28,774</u>	<u>196,554</u>	<u>189,111</u>	<u>(7,443)</u>	<u>0</u>	<u>(7,443)</u>	<u>103.9%</u>
Movement to/(from) Gen Reserve	<u>(25,211)</u>	<u>(162,000)</u>					
Grand Totals:- Income	<u>3,649</u>	<u>844,885</u>	<u>764,189</u>	<u>(80,696)</u>			<u>110.6%</u>
Expenditure	<u>52,146</u>	<u>888,726</u>	<u>764,189</u>	<u>(124,537)</u>	<u>0</u>	<u>(124,537)</u>	<u>116.3%</u>
Net Income over Expenditure	<u>(48,497)</u>	<u>(43,841)</u>	<u>0</u>	<u>43,841</u>			
Movement to/(from) Gen Reserve	<u>(48,497)</u>	<u>(43,841)</u>					

Clerk

From: Lisa Jimenez <lisajimenez@southernbrooks.org.uk>
Sent: 23 February 2022 13:35
To: Clerk; Alison Findlay
Subject: Re: Easter Activity Packs

Hi Jack,

that's amazing, in that case I think it would be best if I could find a printable hat that we could design in order to keep the cost down.

[A3 White Card Value Pack - Baker Ross](#) - we would need 50 packs of card- £497.50

this would give everyone 1 piece of card each.

<https://www.bakerross.co.uk/easter-chick-felt-stickers-3> pack of 450 x 8= £102

<https://www.bakerross.co.uk/easter-sticker-rolls-value-pack-2> roll of 600 stickers x6 = 25.50

[Colouring Pencils Bumper Value Box - Baker Ross](#) X 20= £339.



Colouring Pencils Bumper Value Box - Baker Ross

Buy Colouring Pencils Bumper Value Box at Baker Ross. Bumper value box of colouring pencils in 12 popular colours. Ideal for young artists to colour a

www.bakerross.co.uk

Of course this will be cheaper if we do it in schools and share resources/ colouring pencils etc and only give packs to those who do not attend school or cannot take part in school for any reason.

Many thanks
Lisa

From: Clerk <clerk@patchwaytowncouncil.gov.uk>
Sent: 23 February 2022 10:22
To: Lisa Jimenez <lisajimenez@southernbrooks.org.uk>; Alison Findlay <alisonfindlay@southernbrooks.org.uk>
Subject: RE: Easter Activity Packs

Clerk

From: Ternaya <ternaya@sgplayscheme.co.uk>
Sent: 16 February 2022 16:59
To: Clerk
Subject: Craft packs

Hi Jack,

I have spoken with my team regarding creating art & craft packs. Reflecting on the 1500ish packs we created during covid, it took us over 4 weeks with a lot of staff and volunteer input. We think it totalled over 800 hours in terms of time. Cost wise, we had a grant of £6000 to create and deliver these (which was mainly spent on resources as we had numerous volunteers).

At present I know I couldn't get enough volunteers to do it as most are back at work, so we would need to employ at least 5 staff which would bring the cost up considerably.

As an estimate, our costs would be as follows:

Materials (bags, arts & crafts resources etc) for 2500 children @ £2.50 per child = £6250
Staffing - 5 staff, full time for 3 weeks = £6372.50
Total: £12622.50

I understand if you want to go elsewhere for someone to do this work and am happy to donate some of my time to help create lists for materials and packs and give support around creating the packs.

Best wishes,

Ternaya

*Ternaya Cummings
Director
South Gloucestershire Playscheme
C/O Coniston Community Center
Coniston Road
Patchway
South Glos
BS34 5LP*

Mobile: 07510 380595





NSP Pavilion Budget Work -As at 02/03/2022
Actual Account

Date	Contractor	Amount
26/03/2021	Pro-Structures	2,035.00
30/04/2021	ITG	2,119.00
30/04/2021	Pro-Structures	1,430.00
01/05/2021	The Bush Consultancy	5,000.00
06/05/2021	Solum Surveying	550.00
17/05/2021	Melrose Associates	4,162.50
25/05/2021	Pro-Structures	2,425.00
31/05/2021	QED	8,445.00
31/05/2021	Shield	10,425.00
10/06/2021	Melrose Associates	1,360.00
24/06/2021	ITG	1,167.00
25/06/2021	Pro-Structures	660.00
30/06/2021	The Bush Consultancy	7,250.00
31/07/2021	Shield	2,970.00
04/10/2021	Melrose Associates	5,090.00
21/10/2021	SGC	140.33
22/10/2021	Western Power Distribution	987.22
30/07/2021	The Bush Consultancy	2,000.00
29/10/2021	Pro-Structures	3,870.00
31/10/2021	QED	3,925.00
31/10/2021	The Bush Consultancy	4,000.00
10/11/2021	Solum Surveying	550.00
30/11/2021	Pro-Structures	990.00
30/11/2021	The Bush Consultancy	2,250.00
08/12/2021	QED	3,925.00
11/12/2021	Melrose Associates	7,000.00
13/12/2021	StokesMorgan	1,107.50
31/12/2021	The Bush Consultancy	2,000.00

15/12/2021	Western Power Distribution	£	1,117.70
19/01/2022	TRA	£	30.40
27/01/2022	DC	£	58.00
22/12/2021	Pro-Structures	£	270.00
31/01/2022	The Bush Consultancy	£	1,675.00
15/02/2022	Melrose Associates	£	450.00
Total Expenditure To Date			£ 89,460.21

Income	Amount
S106 Monies	£ 400,000.00
PWLB Loan	£ 425,000.00
Sport England Grant	£ 50,000.00
NSP Pavilion EMR	£ 311,803.79
Major Projects Budget (2022/2023)	£ 50,000.00
EMR - 3G and Loan (TBA by PTC)	£ 51,566.86

Total Project Income	£	1,288,370.65
Estimated Professional Fees	£	98,747.00
Professional Fees Paid YTD	£	89,460.21
Variance	£	9,286.79
Estimated Build Cost	£	1,179,061.14
Build Cost YTD	Variance	£
		1,179,061.14
Estimated Project Cost	£	1,277,808.14
Project Expenditure YTD	£	89,460.21
Project Income	£	1,288,370.65
Variance	£	1,198,910.44

PATCHWAY TOWN COUNCIL - SPONSORSHIP OPTIONS 2021/2022

All options include VAT at 20%

The Jason Franklin 3G Facility Sponsorship - £60 per month

Erection of one banner per company around the perimeter of the pitch at Scott Park.

The Cricket Net Facility Sponsorship - £60 per month

Erection of one banner per company around the perimeter of the practice facility at Scott Park.

Planter Sponsorship - £25 per month

Erection of one sign on the planters in Scott Park or on Rodway Road.

Town Council Newsletter - £75 per month

One quarter-page advert included in the monthly Town Council newsletter. Bigger spaces available on request.

Website Sponsorship - £100 per month

Your logo and advert on the Town Council's website.

Noticeboard Advert - £25 per month

One advert in one of eight noticeboards in the Town.

Sub Bench Sponsor - £350 per season

Your logo on the sub benches in Scott Park, used fortnightly plus social media exposure.

Christmas Light Sponsor - £POA

Sponsor a Christmas light and have your business name on the very same lamppost.



